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SAN FRANCISCO FILM COMMISSION

AGENDA

APRIL 2, 1990

Meeting to be held: Veterans Bld. 401 Van Ness Ave. Rm. 110B

1. City Attorney - Conflict of Interest
   Public Meeting Laws
   Brown Act
   Relationship between Commission and Executive Director

2. Elect President and Vice President - Introductory remarks

3. Terms of Office - Draw lots

4. Rules of Procedure

5. Appoint Executive Director

6. Directors report

7. Determine regular meeting place and time

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CITY AND COUNTY OF SAN FRANCISCO

FILM and VIDEO ARTS COMMISSION

City Hall, Mayor's Office, Room 200
San Francisco, CA. 94102
(415) 554-6144

****

NEXT REGULAR COMMISSION MEETING:

Monday, May 7th, 2:30 p.m.
Veterans Building, 401 Van Ness Ave. Room 110B

****

MINUTES OF THE APRIL 2,1990

REGULAR MEETING

The first meeting of the newly constituted Film and Video Arts Commission was held on Monday, April 2, 1990 at the Veterans Building, 401 Van Ness Ave., Room 110B, San Francisco.

MEMBERS PRESENT

Debra Chasnoff
August Coppola
Chark Lui
Mae Mays
Robert Morales
Chris Mouroufas
Doug Norby
Eddie Powell
Gregg Snazelle
Robert Wilhelm

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MEMBERS ABSENT

Roberto Hernandez

OTHERS PRESENT

Hon. Louise Renne, City Attorney
Buck Delventhal, Deputy City Attorney
Katherine Pennypacker, Deputy City Attorney

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CALL TO ORDER

At the request of the Mayor, and in the absence of an elected Commission President, the meeting was called to order at 2:30 p.m. by August Coppola.

ELECTION OF OFFICERS

August Coppola was nominated and elected unanimously as President for a term of one year. Gregg Snazelle was nominated and elected unanimously as Vice-President for a term of one year. Terms to begin with the April 1990 meeting and to end at the April 1991 meeting.

PRESENTATION BY THE CITY ATTORNEY

The City Attorney, Louise Renne, congratulated and welcolmed the new commissioners. She then introduced two of her Deputy City Attorneys: Buck Delventhal, and Kathryn Pennypacker, who will be the deputy permanently assigned to the Film Commission.

She then turned the presentation over to Buck Delventhal, who gave an overview of the Brown Act, the Public Records Act, and the Political Reform Act. The Brown Act requires that public meetings be properly noticed, that they follow a set agenda, that no action be taken on non-agendized items, that there be time alloted for public comment, and that only pending or actual litigation and specific personnel issues may be discussed in closed session. The Public Records Act specifies that file documents of public agencies are public records, and defines those which are exempt from public access. The Political Reform Act is a body of law that requires public officials and employees whose decisions may affect private financial interests to disclose their economic interests, and prohibits them from making or influencing governmental decisions in which they have a financial interest. The Act requires commissioners to file an annual Statement of Economic Interest with the Cleck of the Board of Supervisors.
The relationship between the Commission and the Executive Director was also discussed. The Commission exercises its powers collectively, not individually. All requests for special projects or work to be executed by the Executive Director must be calendared items that the commission votes upon. The Commission President presides over commission meetings, but has no greater powers than the other Commissioners.

INTRODUCTORY REMARKS

President Coppola discussed the need to promote film as an art form, as well as taking a pro-active stance to increase the awareness of our San Francisco residents to the benefits and revenues generated by the film industry.
Vice-President Snazelle asked that the commission consider going back to the Board of Supervisors to amend the legislation that formed the Film Commission. He would like to see a change in the current language to reflect the fact that San Francisco will not ask for or request any gifts or donations from companies wishing to film, beyond their permit fees, and costs for reimbursable services.

TERMS OF OFFICE

The Film Commission ordinance specifies that commissioners will serve staggered four-year terms and that of the eleven members appointed, three shall serve for two years, four shall serve for three years, and four shall serve for four years. Commissioners drew lots to establish the following terms:

Two year term: Chasnoff, Lui, Powell
Three year term: Hernandez, Mouroufas, Norby, Snazelle
Four year term: Coppola, Mays, Morales, Wilhelm

RULES OF PROCEDURE

Examples of by-laws and rules of procedure from other commissions were handed out to the Commissioners. It was decided to review these before the next regularly scheduled commission meeting.

APPOINTMENT OF EXECUTIVE DIRECTOR

Robin Eickman was unanimously elected as Executive Director.

DIRECTORS REPORT

A brief history of the Film Office and its functioning was given. Accomplishments for 1988 and 1989 were distributed, as well as a job description for the Director. (See attached).
Production figures were provided:

1987 - 155 permits - 706 shooting days
1988 - 140 permits - 533 shooting days
1989 - 272 permits - 998 shooting days

DIRECTORS REPORT CONTINUED

Uses of marketing money were reviewed - Advertising, trade shows, sales calls, and collateral material.
Goals for 1990 include: producing a location photo library, designing a new collateral packet, making sales calls to Los Angeles and New York, and developing a neighborhood outreach program.

DISCUSSION OF FUTURE AGENDA ITEMS

Committees
Rules of Order

ESTABLISHMENT OF PERMANENT MEETING SCHEDULE

The commission established the first monday of each month at 2:30 p.m. as the permanent meeting time. Until further notice the meetings will be held at the Veterans Building, 401 Van Ness Ave., Room 110B, San Francisco.

ADJOURNMENT

There being no further business, President Coppola adjourned the meeting at 3:45 p.m.

Robin Eickman

Robin Eickman
Executive Director
San Francisco Film and Video Arts Commission

Minutes amended as per attached and approved May 7, 1990

Robin Eickman

Snazelle
FILMS

Snazelle Film Group Ltd.
155 Fell Street
San Francisco
California 94102
(415) 431-5490
FAX: 415-552-9474
TWX: 910-372-6532

New York
Chicago
Los Angeles
Seattle
Denver
Kansas City

May 6, 1990

Robin Eickman, Executive Director
Mayor's Film Commission
City Hall
San Francisco, CA 94102

Robin:

The following is the language I wish incorporated in the Minutes of the April 2, 1990 meeting of the Film Commission:

In compliance with Mayor Agnos' mandate to the Commissioners, Vice-President Snazelle would like the language of the Minutes of the April 2, 1990 Commission meeting to read as follows:

Production companies are to be charged a one-stop permit fee only. No requests by the City of San Francisco for additional gifts, donations or grants of any kind are to be made of any production company filming in San Francisco. The one-stop permit fee is to cover their entire financial responsibility to the City with the exception of costs for reimbursable services.

The Film Commission requests that the Board of Supervisors amend the language currently in the legislation that formed the Film Commission to reflect the above film policy statement forbidding solicitation of gifts, donations or grants.

See you at the meeting.

Regards,

GREGG SNAZELLE

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SAN FRANCISCO FILM COMMISSION

AGENDA

May 7, 1990 2:30 p.m.

Meeting to be held: Veterans Bld. 401 Van Ness Ave. Rm. 110B

1. Roll call

2. Review and approve previous regular meeting minutes

3. Approve Commissioners absence from next regular meeting

4. Review and adopt Commission By-laws

5. Guest speaker: Lisa Rawlins
   Director, California Film Commission

6. Presidents report

7. Establish committees - Fundraising
   Neighborhood outreach/Education
   Hospitality
   Government/Industry relations

8. Discuss retreat

9. Discuss tours of facilities

10. Directors report

11. Discussion on a San Francisco Council of Film Unions

12. Public comment

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CITY AND COUNTY OF SAN FRANCISCO

FILM and VIDEO ARTS COMMISSION

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NEXT REGULAR COMMISSION MEETING:

Monday, June 4th, 2:30 p.m.
Veterans Building, 401 Van Ness Avenue, Room 110B

****

MINUTES OF THE MAY 7, 1990

REGULAR MEETING

The meeting of the Film and Video Arts Commission was held on Monday, May 7, 1990 at the Veterans Building, 401 Van Ness Ave., Room 110B, San Francisco.

MEMBERS PRESENT

Debra Chasnoff
August Coppola
Roberto Hernandez
Chark Lui
Robert Morales
Chris Mouroufas
Doug Norby
Eddie Powell
Gregg Snazelle
Robert Wilhelm

MEMBERS ABSENT

Mae Mays

CALL TO ORDER

The meeting was called to order at 2:30 p.m. by Commission President August Coppola.

MINUTES

The minutes from the April 3, 1990 meeting were amended and approved as attached.

MEETING SCHEDULE

For the lack of a quorum the July 1990 regularly scheduled meeting has been cancelled.

APPROVAL OF COMMISSIONERS ABSENCE FROM COMMISSION MEETINGS

May Mayes - May 1990
Doug Norby - June 1990
Edward Powell - June 1990

BYLAWS

Adopted by unanimous vote (see attached)

GUEST SPEAKER

Lisa Rawlins, Director of the California Film Commission, spoke on the many activities of the Commission. She showed a number of publications available to the public, and film industry collateral material. The California Film Commission issues permits for all State property, has a location photo library available to the industry, and trouble shoots when problems arise affecting the film community statewide. The California Film Commission also has a FLICS program (Film Liaisons in California, Statewide)to whom they refer production, and share a $100,000. yearly marketing budget. In the 1988/89 fiscal year brochures were produced for all FLICS areas. For 1989/90 fiscal year a photographer is being sent to all FLICS areas to beef up the California Film Commission photo library and to augment the photo libraries of local areas.

There was discussion on future FAM trips to San Francisco assisted by the California Film Commission. (Familiarization trips for film production personnel).

PRESIDENTS REPORT

The President clarified some outstanding issues:

1. A limited amount of money will be available from the Hotel Tax Fund, "Grants for the Arts", to be used only for promotional efforts. It was proposed the Commission requests assistance with reproducing our film collateral packet. Because of limited revenues this will probably be the only money available from this source for fiscal year 1990/91.

2. There was continued discussion, held over from the first Commission meeting, of the language in the Film Commission legislation referring to "gifts and grants". The film industry and how it judges filming in different areas is largely based on perception as well as the servicing they receive while working in that area. The "one stop shop", instuted two years ago has gone a long way in regulating charges by various city departments. The commission felt that a stronger statement needed to go out to the film industry; by unanimous vote the Commission voted to include in their newly adopted by-laws the following statement:

   Production companies are to be charged a one-stop permit fee only. No requests by the City of San Francisco for additional gifts, donations or grants of any kind are to be made of any production company filming in San Francisco. The one-stop permit fee is to cover their entire financial responsibility to the City with the exception of costs for reimbursable services.

   It was also suggested that the Commission ask the Board of Supervisors to amend the language currently in the Film legislation to reflect the above policy statement forbidding solicitation of gifts, grants, or donations from Film Production Companies.

PRESIDENTS REPORT CONTINUES

3. Discussion ensued on the Commission's goals and purpose. The President once again outlined some of the broader goals as he perceives them;

    a. Promote filming in San Francisco by bringing in more production.
    b. Develop an economic base of resources.
    c. Encourage the independent film making community in the Bay Area.
    d. Develop community and school outreach.

    It was requested that the Executive Director bring to the following meeting an itemized list of goals as stated in the Film Legislation. Commission members are requested to also bring their goals and ideas to the next regularly scheduled meeting so that a statement of purpose can be included in the Commissions by-laws.

4. A brief discussion followed regarding fees charged to Film companies, by the city, to obtain film permits. What other cities do regarding permit fees and reimbursable services were reviewed. At this time it was agreed to continue charging permit fees, as this is the only income source currently available to the Film Commission for marketing and promotional efforts.

COMMITTEES

Four committees were suggested by the President as listed in the agenda:

1. Fundraising
2. Neighborhood outreach/Education
3. Hospitality
4. Goverment/Industry relations

Media/Network, was also proposed as a fifth committee.

The Commission felt they needed more imput from the film industry, both local and nationally, before they began to develop

program ideas. Out of these program objectives, committees would be a natural offshoot. The Commissioners were requested by the President to bring to the next meeting their imput on the recommended committees.

The President again stressed the need for committees to carry out some of the mandates of the Commissions Legislation:

1. Bring more production to San Francisco
2. Neighborhood outreach and education
3. Defining the interests of the local and national community to better serve these groups.

RETREAT

Discussion about a day long retreat to gather imput from the filming community, and give the commission time to get better acquainted with one another. It was decided that a retreat may be premature at this time. The Commission will invite speakers to the next several regular meetings, and schedule a retreat at a later time. It was felt that information needed to be gathered first, and then use the retreat format to address the needs developed by the previous speakers imput.

TOURS OF FACILITIES

Tours of local facilities were suggested to further explore the local film community. There did not appear to be much interest at this time.

DIRECTORS REPORT

The Director discussed a sales call trip to Los Angeles in April with the California Film Commission. Visited a number of Commercial Production Companies. Plan to attend a similar trip to New York in the early Fall. Showed insert produced for the Reel Directory. Showed samples of photo location files being developed. Discussion of production now filming in San Francisco, and proposed upcoming projects.

SAN FRANCISCO COUNCIL OF FILM UNIONS

A brief discussion followed about a Canadian Film Union Council, (see attached article). The feasibility of such a group in San Francisco was suggested. Members of the Commission felt it was unworkable to have one entity negotiating for the many different unions and guilds in the Bay Area.

Public comment was taken.

ADJOURNMENT

There being no further business, President Coppola adjourned the meeting at 4:30 p.m.

Robin Eickman

Robin Eickman
Executive Director
San Francisco Film and Video Arts Commission

Approved August 6, 1990
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SAN FRANCISCO FILM COMMISSION

AGENDA

AUGUST 6, 1990 2:30 p.m.

Meeting to be held: Veterans Bld. 401 Van Ness Ave. Rm. 110B

1. Roll call

2. Review and approve previous regular meeting minutes

3. Approve Commissioners absence from next regular meeting

4. Proposed change of regular meeting time - Amend by-laws

5. Presidents report

6. Guest Speakers:

   Jim Behnke, Production Manager "Midnight Caller"

   Ashley James, President - Film Arts Foundation

   Ron Lakis, President - S.F. A.I.C.P.
   (Association of Independent Commercial Producers)

   Lee Utterbach, President - Film/Tape Council

7. Goals/Committees

8. Discussion on Film/Tape World articles

9. Directors report

10. Public comment

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FILM and VIDEO ARTS COMMISSION

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NEXT REGULAR COMMISSION MEETING:

Monday, September 10th, 2:30 p.m.
Veterans Building, 401 Van Ness Avenue, Room 110B

****

MINUTES OF THE AUGUST 6, 1990

REGULAR MEETING

The meeting of the Film and Video Arts Commission was held on Monday, August 6, 1990 at the Veterans Building, 401 Van Ness Ave., Room 110B, San Francisco.

MEMBERS PRESENT

August Coppola
Roberto Hernandez
Chark Lui
May Mays
Robert Morales
Doug Norby
Eddie Powell
Gregg Snazelle
Robert Wilhelm

MEMBERS ABSENT

Debra Chasnoff
Chris Mouroufas

CALL TO ORDER

The meeting was called to order at 2:30 p.m. by Commission President August Coppola.

PRESIDENTS REPORT

Commissioner Coppola proposed producing a showcase of the San Francisco film community. Inviting both the film industry and our local residents to meet, review, and better understand.....

1. How film production takes place on San Francisco streets, ie: costs, problems, city involvement, economic benefits, etc.

2. New technical developments in the film/video industry.

3. Showcase independent San Francisco film makers.

A committee will be formed to develop and work on these ideas.

The President also spoke of the need for the Commission to work toward a more cohesive and clear direction as the goals and functions of the Film Commission are being developed.

GUEST SPEAKERS

Jim Behnke - Production Manager, "Midnight Caller"

"Midnight Caller" is a television series based in San Francisco, now into its third season of 22 episodes. Each episode is budgeted for approximately $500,000. $11.75 million was spent in San Francisco for the 89'/90' season for wages, services, and goods. Lorimar employs 80 fulltime personnel, of which 8 positions are filled by Los Angeles hires, the remaining 72 are Bay Area residents. They utilized 200 actors, and approximately 4500 extras over the span of last seasons 22 episodes. Mr. Behnke praised the citys cooperation (ie: film office and police department)the production company has received, and the excellent working relationship they have with the stagehands union local 16. He also outlined some of the problems encountered while filming in San Francisco.... parking, neighborhood and merchant resistance, the S.F. Ports occasional lack of cooperation, and a highly political climate which affects the film making process.

Ashley James - President, Film Arts Foundation

Represents approximately 1700 Bay Area film and video independents. Film Arts Foundation sponsors seminars, festivals, and lectures. They produce a newsletter, assist funding independent projects, and help in distribution. Mr. James spoke of the need to develop and nurture our local creative talent. Some areas that the Arts Foundation would like assistance are - screening facility for independent film

Ashley James, continued

makers, intership programs, and a job hot line. He urged that the San Francisco film community be viewed as an integral and culturally diverse resource, that is an important creative force behind our film industry.

Ron Lakis- President, Association of Independent Commercial Producers - San Francisco chapter (AICP)

The National AICP was started in 1972, and now represents 650 companies. The local chapter represents 37 companies and associate members. The organization has been instrumental in developing standardized commercial bidding forms and contracts. The AICP holds seminars on insurance, contactor, and tax issues which affects commercial production. They also have a national AIDS public service library as well as a national anti-drug campaign. As the commercial production community is an important part of our San Francisco film industry the AICP plans to work closely with the film commission.

The San Francisco Film/Tape Council was not represented at the Commission meeting as previously planned.

GOALS AND COMMITTEES

The Commission stated its three immediate goals-

1. Help to develop and promote film activity.
2. Support local independent film makers.
3. Community outreach.

The committees were again reviewed and President Coppola will make assignments.

1. Fundraising
2. Neighborhood outreach
3. Hospitality
4. Industry relations
5. Media

The Commission voted unanimously on 3 member committees.

MEDIA ARTICLES

Commissioner Powell spoke to recent news articles that presented many of the problems inherent with filming in San Francisco (high costs, strong union presence, lack of parking, neighborhood resistance). He suggested we might want to talk about the positive changes that have taken place in San Francisco. Commissioner Norby (at a later point in the meeting) suggested we might want to hire a public relations firm to help place articles and press releases as we make advances, and have further success stories.

DIRECTORS REPORT

1. Production volume for last three months (May, June, July 90')
   8 Television series, movies, or pilots
   4 Feature
   22 Commercials
   39 Print
   13 Other

   These represent permits issued on city property.

2. Joint marketing plans with other Bay Area counties. Will participate in trade show booths at AICP conference in December 90', AFC Location Expo. March 91', and possibly share booth with other Film Commission offices at Cannes Film Festival May 91'.

3. Budget - preliminary budget for fiscal year 90'/91' was presented. To be reviewed and voted upon at next regular meeting.

4. Film information packet - Working with designer to produce new collateral packet by the end of the year. Applying for funding from Grants for the Arts.

5. The locations photo library is nearing completion. Should be operational by the Fall. The library will be augmented by photos taken by a photographer working for the California Film Commission. More funding will be needed to fill in film locations that aren't being covered presently.

MINUTES

The minutes from the May 7, 1990 meeting were approved.

APPROVAL OF COMMISSIONERS ABSENCE FROM COMMISSION MEETINGS

Debra Chasnoff - August 6,1990
Chris Mouroufas - August 6,1990

BYLAW CHANGES

The Commission voted unanimously to change the regular meeting time to the second monday of each month.

PUBLIC COMMENT WAS TAKEN

ADJOURNMENT

There being no further business, President Coppola adjourned the meeting at 4:30 p.m.

Robin Eickman

Robin Eickman
Executive Director
San Francisco Film and Video Arts Commission

Approved 9/10/90
Robin Eickman

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SAN FRANCISCO FILM COMMISSION

AGENDA

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SEPTEMBER 10, 1990 2:30 p.m.

Meeting to be held: Veterans Bld. 401 Van Ness Ave. Rm. 110B

1. Roll call

2. Review and approve previous regular meeting minutes

3. Approve Commissioners absence from next regular meeting

4. City Attorney:

   Katherine Pennypacker - Film Commission legislation changes

   David Benjeman - Conflict of interest forms

5. Guest Speakers:

   Kim Roberts - Executive Director, SAG/AFTRA (Screen Actors Guild/American Federation of Television and Radio Artists)

   Sgt. Gary Epperly - Liaison,San Francisco Police Chief

   Lee Utterbach - President, Film/Tape Council

6. Presidents report

7. Committees - committee assignments and meeting schedule

8. Discussion on financial support of commission

9. Budget review and approval for fiscal year 90'/91'

10. Directors report

11. Public Comment

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CITY AND COUNTY OF SAN FRANCISCO

FILM and VIDEO ARTS COMMISSION

City Hall, Mayor's Office, Room 200
San Francisco, CA 94102
(415) 554-6144

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NEXT REGULAR COMMISSION MEETING:

Monday, October 8th, 2:30 p.m.

Veterans Building, 401 Van Ness Avenue, Room 110B

****

MINUTES OF THE SEPTEMBER 10, 1990

REGULAR MEETING

The meeting of the Film and Video Arts Commission was held on Monday, September 10, 1990 at the Veterans Building, 401 Van Ness Avenue, Room 110B, San Francisco.

MEMBERS PRESENT

Debra Chasnoff
August Coppola
Roberto Hernandez
Chark Lui
Chris Mouroufas
Eddie Powell
Gregg Snazelle

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MEMBERS ABSENT

May Mayes
Robert Morales
Doug Norby
Robert Wilhelm

CALL TO ORDER

The meeting was called to order at 2:30 p.m. by Commission President August Coppola.

MINUTES

The minutes from the August 6, 1990 meeting were approved.

CITY ATTORNEY

Katherine Pennypacker spoke to the Commission on proposed changes and clean up of the film legislation ordinance. (See attached)

1. Change to a 3.500 Charter Commission. Because of prior residency requirements the Film Commission was constituted differently than other city commissions. With the passage of proposition L in the June '90 election, which waived the Film Commission from residency requirements, the Commission can now be a full charter commission with the approval of the Mayor and the City's Chief Administrative Officer, and a vote by the Board of Supervisors.

2. Other changes & corrections -

   pg.3 - Changes section on expulsion from commission upon missing three unexcused meetings. Commissioners frequently don't know ahead of time to ask to be excused from meetings. Other commissions do not have an expulsion rule, although they serve at the pleasure of the Mayor.

   pg.4 - Solicitation of funding will be dropped at the Commission's request.

   pg.5 - Change monthly meeting requirement to meet regularly. This means the Commission can establish how often they want to meet although the meetings must still be at an established time and place.

   pg.6 - Executive Director executes Use Agreements (Permits). This was always the intent, but was written incorrectly in the original legislation.

The Commission voted unanimously to send these proposed changes to the Board of Supervisors.

Concern was expressed by the President about commissioners attendance at the meetings. This commission must be viewed with the same commitment as all other city commissions.

The proposed change to a charted commission would grandparent in the already existing commission appointments.

CITY ATTORNEY CONTINUES

David Benjeman - spoke to the Commission about the States conflict of interest laws, and the need for the Commission to adopt a conflict of interest code. After discussion, the Commission voted unanimously to adopt the attached resolution as presented by the City Attorney. This resolution states that the Commission must disclose their personal financial holdings and interests in any business involved with film production. This resolution now goes to the Board of Supervisors for adoption.

GUEST SPEAKERS

Kim Roberts - Executive Director, SAG/AFTRA
(Screen Actors Guild/American Federation of Television and Radio Artists)

Represents two actors unions. SAG representing Film, and AFTRA representing Video. These two unions nationally represent 100,000 and locally the combined membership totals 4000. The guilds promote employment of their members as well as attract production to San Francisco. The vast talent pool available in the Bay Area is a marketing plus, along with our locations, crews, and services. Recognizing that not all productions have large budgets, they have varied contracts for different companies - TV, Commercial, and Corporate Video Contracts; low budget feature, affirmative action, experimental and student agreements.

Kim expressed the need for San Francisco to market itself even more aggressively in the marketplace to bring more film production to the Bay Area. The Screen Extras Guild will be merging over the next two years with the Screen Actors Guild, this may bring changes to existing contracts.

Lee Utterbach - President, Film/Tape Council

The Film/Tape Council began in 1979 with 6 founding companies: Adolf Gasser, Snazelle Films, Monaco Labs, One Pass Video, Zoetrope Studios, and Diner Films.

The group represents 700 members from various post production companies, vendors, video companies, etc. The Film/Tape Council provides networking for its members, as well as legal services, a credit union, tours, and screenings. They also work cooperatively with a local trade paper, Film/Tape World. They also began a yearly event last year "The Gilberts" honoring local projects and production personnel. This year's event will be on November 29th honoring ILM key grip, Dick Dova. The Goal of the Council is to promote the San Francisco Bay Area Film/Video Community. The Council is very interested in working with the Commission on any upcoming projects.

There was discussion on installing a computer in the Film Office to provide a way for the local community to interact with producers

GUEST SPEAKERS CONTINUES

looking for information on services, equipment, crews, talent, locations, etc.

Sgt. Gary Epperly - Liaison, San Francisco Police Chief

Before 1980 film production companies used on-duty officers, but because of a few incidents it was decided to provide police services under section 10.B of the Police Code. This provides officers in an on-duty overtime capacity, with the film company reimbursing the Police Department for those services. Police are brought in at the Film Office's request to determine the number of officers needed, traffic flow, public safety, parking, and to review any stunt work of special effects.

The officers facilitate production, and offer an added police presence in a neighborhood. It was stressed how important the police officers are in their interaction with residents and merchants while filming is going on, but also to the production companies who gage their welcome to San Francisco by the cooperation and professionalism of the San Francisco Police Department.

PRESIDENT'S REPORT

- Commissioner Coppola stressed the need to focus on what the Commission's longterm goals will be. There has been some negative press which he feels has forced the Commission into a re-active mode; we must promote a positive and forward moving attitude. He also cautioned that the group needs to move slowly and deliberately to establish its long range priorities.

- The President brought up the issue of a proposed hearing to be held on San Francisco by the California Film Commission. The need for the hearing seems unclear, as well as the motives generating this. The California Film Commission has not contacted the San Francisco Film Commission directly on this issue. A member of the California Film Commission's staff was in the audience and attempted to clarify some questions. It had been determined early in the year to hold a hearing on the San Francisco film climate: services available, amount of production, goals and direction of the San Francisco Film Commission, problems, etc. The hearing was called for by one of the California Film Commission Commissioners, not the staff. Much discussion followed regarding the inappropriateness of this action.

  The Commission voted unanimously to have the San Francisco Film Commission President contact Mr. Lindsey Parsons the President of the California Film Commission. If a satisfactory response is not forthcoming, the San Francisco Commission will not participate in the hearing.

PRESIDENT'S REPORT CONTINUES

- The President also proposed holding three fundraisers per year to raise money to support local independent film makers. The Commission voted unanimously to work toward this goal. The City Attorney will be contacted regarding any restrictions on fundraising.

COMMITTEES

Six committees were formed. See attached list.

BUDGET

There was discussion on uses of our limited resources. The Commission asked the director to re-draft the budget separating out already committed items from proposed expenditures. The budget will be taken up at the next regular meeting.

DIRECTOR'S REPORT

- Going to New York to make sales calls with the California Film Commission. Plan to visit a number of advertising agencies.
- Production/Permit packet is now in the bidding stage.
- Planning joint marketing at two upcoming trade shows with the Sonoma and San Jose Film Offices. AICP show in December '90 and the AFC show in March '91.
- Approximately 25 permits issued during August, with "Midnight Caller" continuing, and "Over My Dead Body" back for a second episode.
- Sent out press release on "Midnight Caller" (see attached). When location photo library is complete in the next few weeks another press release will go out.

PUBLIC COMMENT WAS TAKEN

ADJOURNMENT

There being no further business, President Coppola adjourned the meeting at 5:00 P.M.

Approved 10/8/90

Robin Eickman
Executive Director
San Francisco Film and Video Arts Commission

Robin Eickman

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SAN FRANCISCO FILM COMMISSION

AGENDA

OCTOBER 8, 1990 2:30 p.m.

Meeting to be held: Veterans Bld. 401 Van Ness Ave. Rm.110B

1. Roll call

2. Review and approve previous regular meeting minutes

3. Set policy for Commission meetings falling on legal holidays

4. Guest Speakers:

   Wayne Wang: Independent Film maker
   ("Dim Sum", "Eat a Bowl of Tea",
   "Life is Cheap, Toilet Paper is Expensive")

   Jack Schaeffer: President, One Pass Film and Video

5. Committee Reports - Neighborhood/Community Outreach

6. Presidents report

7. Follow up discussion on California Film Commission hearing

8. Budget

9. Directors report

10. Public Comment

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10/8/90

CITY AND COUNTY OF SAN FRANCISCO

FILM and VIDEO ARTS COMMISSION

City Hall, Mayor's Office, Room 200
San Francisco, CA 94102
(415) 554-6144

* *

NEXT REGULAR COMMISSION MEETING:

Monday, November 19th, 2:30 p.m.

Veterans Building, 401 Van Ness Avenue, Room 110B

* *

MINUTES OF THE OCTOBER 8, 1990

REGULAR MEETING

The meeting of the Film and Video Arts Commission was held on Monday, October 8, 1990 at the Veterans Building, 401 Van Ness Avenue, Room 110B, San Francisco.

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MEMBERS PRESENT

Debra Chasnoff
August Coppola
Chark Lui
Robert Morales
Chris Mouroufas
Doug Norby
Eddie Powell
Gregg Snazelle
Robert Wilhelm

MEMBERS ABSENT

Roberto Hernandez
May Mays

CALL TO ORDER

The meeting was called to order at 2:30 p.m. by Commission President August Coppola.

MINUTES

The minutes from the September 10, 1990 meeting were approved.

GUEST SPEAKERS

Wayne Wang - Independent Film Maker

Spoke on a number of his projects that have been shot in San Francisco from Industrials to low budget features, and large scale productions. He spoke of some inherent problems to filming here; curfew in residential neighborhoods, and the unwillingness of residents to have production in their areas. He stressed the need for education of residents to the artistic and economic benefits of film making. He also felt that post production is diminishing in San Francisco. Low budget projects need assistance with union deals, location fees, and more imput from the city.

Scott Schaeffer - One Pass Video

Stated that the San Francisco teleproduction market is approximately $40 million annually. Teleproduction encompasses; video recording and editing, film to tape transfer, electronic editing, and sound mixing. Schaffer felt that we need to expand and retain our commercial post production services, and encourage Los Angeles companies to open satelite offices in the Bay Area. He also felt there was a lack of talent depth, and that his company is looking at ways to encourage that growth.

COMMITTEE REPORTS

See attached minutes from Neighborhood Committee meeting.

PRESIDENTS REPORT

Commissioner Coppola reported on his attendance at the San Sebastian Film Festival. He also discussed the forthcoming California Film Commission hearing on San Francisco. He recommended that the San Francisco Commission work with them to make it a productive and beneficial hearing for all.

BUDGET

The Commission unanimously approved the attached budget for fiscal year July 90' - June 91'. There was discussion on the amount of money available from Grants for the Arts, applying for general fund money, continued Mayor's Office funding, non-profit fundraising efforts, and civil service employment. Lisa Rawlins, director of the California Film Commission, stated that they would assist with updating and restocking our photo library. Commissioner Coppola is working with Apple Computer to obtain a computer for the Film office.

DIRECTORS REPORT

The Director reported on her sales call trip to New York in September. Visited 16 advertising agencies with interesting results; all said they enjoyed filming in San Francisco although they all brought up expensive hotels, unions, and lack of depth of talent as problems. Discussed upcoming two trade shows, with the invitation to the Commissioners to attend. Update on photo library and Film production packet.

MEETING SCHEDULE

When regularly scheduled commission meetings held on the second monday of every month fall on a holiday, the meetings will be held on the following third monday. The Commission voted unanimously on this.

PUBLIC COMMENT WAS TAKEN

ADJOURNMENT

There being no further business, President Coppola adjourned the meeting 4:00 p.m.

Robin Eickman

Robin Eickman
Executive Director
San Francisco Film and Video Arts Commission

Approved November 19, 1990
Robin Eickman

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San Francisco Film and Video
Arts Commission

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AGENDA

November 19, 1990 2:30 p.m.

Meeting to be held: Veterans Bld. 401 Van Ness Ave. Rm. 110B

1. Roll call
2. Review and approve previous regular meeting minutes
3. Presidents report
4. Six month evaluation/set agenda for upcoming months
   Imput from Commissioners
5. Committee reports - Showcase
   Fundraising
6. Directors report - To include discussion on 1987 Film
   Council report
7. Public comment

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FILM and VIDEO ARTS COMMISSION

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NEXT REGULAR COMMISSION MEETING:

Monday, December 10th, 2:30 p.m.

Veterans Building, 401 Van Ness Avenue, Room 110B

* *

MINUTES OF THE NOVEMBER 19, 1990

REGULAR MEETING

The meeting of the Film and Video Arts Commission was held on Monday, November 19, 1990 at the Veterans Building, 401 Van Ness Avenue, Room 110B, San Francisco.

MEMBERS PRESENT

Debra Chasnoff
August Coppola
Roberto Hernandez
Chark Lui
Robert Morales
Chris Mouroufas
Gregg Snazelle

MEMBERS ABSENT

Eddie Powell
May Mays

CALL TO ORDER

The meeting was called to order at 2:30 p.m. by Commission President August Coppola.

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MINUTES

The minutes from the October 8, 1990 meeting were approved.

PRESIDENTS REPORT

Commissioner Coppola began by announcing the resignations of both Commissioners Norby and Wilhelm. He reviewed his attendance at a Los Angeles AICP meeting (see attached notes), the listed items will be followed up by the Executive Director. Coppola also reviewed his meeting with Superintendent Cortinez of the San Francisco Unified School District to introduce media arts into the School District Curriculum.

SIX MONTH EVALUATION

Commissioner Hernandez:

1. Asked for an overview of other Film Commissions to include their goals, budgets, staffs, funding sources, etc. (Melissa Higgens, Deputy Director of the California Film Commission, will return to the December meeting with this information).

2. Expressed the need to lobby the Mayor and Board of Supervisors regarding funding needs and new commission appointments.

3. The Commission needs to spend more time together formulating its goals.

Commissioner Mouroufas:

1. The Commission needs to encourage more film production. Suggested meeting with merchants and neighborhood groups to educate them to the economic and cultural benefits of film production.

2. Need for a budget for marketing and staffing.

3. Losing production because of tremendous nationwide competition need to change our image.

Commissioner Lui:

1. Need to set agendas for long term goals and deal with immediate problems.

2. Need for a budget - marketing, staffing, events.

Commissioner Chasnoff:

1. Gap in time and information from the past. Needs all the old issues on the table to move ahead.

2. Market city more aggressively - various location sites, talent, facilities, internship programs, hotel discounts.

3. Define funding sources - Assistance from CFC
   Fundraising efforts
   City General Fund

Commissioner Morales:

1. Need to form an alliance with the Chamber of Commerce and the hotel industry.

2. Our number one priority is to bring production and jobs to San Francisco.

3. Need to fundraise to expand Film Office.

4. Need public relations effort to turn around our negative image.

Commissioner Snazelle:

1. Number one priority is to bring production to San Francisco in keeping with the Mayor's mandate to the commission.

2. Need to attract business by servicing companies that want to film here.

3. Approach hotels to cut rates.

4. Need PR campaign - advertising and press releases.

Commissioner Coppola:

1. Although a number of industry representatives and Film Commissioners have expressed the desire to make the commissions number one priority to promote and bring film production to San Francisco, he does not want other goals of the commission to be swept aside.

2. Attempting to set up an internship program.

3. Obtaining computer for Film Office use.

AUDIENCE IMPUT/SIX MONTH EVALUATION:

1. The California Film Commission will provide some staff assistance for an unspecified amount of time to help the San Francisco Film Office until funding and staffing are obtained here.

2. Discussion on holding a forum/retreat in San Francisco to enable the Commissioners and film community to interact on a more informal basis. Imput from this meeting would help the Commission form its 1991 agenda.

Commissioners voted unanimously to hold such an event.

COMMITTEE REPORTS:

See attached minutes

Commissioners voted unanimously to establish a non-profit Friends of the Film Commission.

DIRECTORS REPORT:

1. The Director reviewed the 1987 report done by the Mayor's Film Advisory Council on San Francisco film production. The three main goals of the report were -
   - To increase production in San Francisco
   - To increase employment in San Francisco
   - To strengthen our competitive image

   A number of recommendations from the report were implemented under the Agnos Administration:

   - Centralized permit and fee structure
   - Location photo library
   - Resource material (Permit/information packet)
   - Advertising campaign
   - Attend trade shows
   - Sales call program

   Recommendations remianing to be implemented:

   - Interface with merchant and homeowner associations
   - On going press releases targeting the film industry trades and local media.
   - Track revenue and production volume
   - Directo mail advertising/develop mailing list
   - FAM trips

The report can be used to assist the commission in setting its priorities.

DIRECTORS REPORT CONTINUED:

2. See attached press release on location photo library.

3. Proposed legislative changes are being reviewed by Supervisor Alioto.

4. Attending Los Angeles A.I.C.P. trade show in early December.

5. Reviewed art work on collateral packet to be completed by the end of the year.

6. Two features in town - Disney with "The Doctor" and 20th Century Fox with "Dying Young".

OTHER BUSINESS:

Commissioner Hernandez wanted the record to reflect his concern over the rocky transition between the Mayor's Film Council and the Film Commission. He also wanted noted his desire to meet with the Mayor to illicit his continued imput and support.

Commission committees will be reviewed and reformed.

Commissioner Snazelle presented the attached letter.

PUBLIC COMMENT WAS TAKEN

ADJOURNMENT

There being no further business, President Coppola adjourned the meeting 5:00 p.m.

Robin Eickman

Robin Eickman
Executive Director
San Francisco Film and Video Arts Commission

Approved 12/10/90
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Notes from AICP-LA meeting October 30, 1990

August Coppola and Robin Eickman attended a Los Angeles AICP (Association of Independent Commercials Producers) meeting on October 30, 1990 at Raleigh Studios.

Commissioner Coppola began with an overview of what the San Francisco Film and Video Arts Commission goals are. He then opened to questions from the floor to enable us to hear production concerns, and bring those issues back to the San Francisco Commission:

1. Costs of shooting in chinatown, pay-offs to merchants are too exorbitant.

2. Enforcement of posted "No Parking" signs.

3. Curfew restrictions in residential neighborhoods.

4. The Mayor's, the City's, and the Commissions commitment to promoting and servicing film production in San Francisco.

5. HKM issue - The need to know up-front what policy there is for "non-union" shoots. Would like a public meeting to discuss ground rules between production companies and the local union representatives. Need to increase business, not kill the "golden goose"! Commercials bring 1 Billion to California annually - lets keep the tax base in the State!

6. Would like FAM trips to San Francisco.

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AGENDA

December 10, 1990 2:30 p.m.

Meeting to be held: Veterans Bld. 401 Van Ness Ave. Rm. 110B

1. Roll call
2. Review and approve previous regular meeting minutes
3. Presidents report
4. Discussion/Action on proposed Retreat/Forum
5. 1991 agenda/goals
6. Guest Speaker: Melissa Higgens, Deputy Director CFC

   Overview of other Film Commissions in California and nationwide. Budgets, staffing, funding sources, goals.
7. Committee Reports - Neighborhood
   Showcase
   Fundraising
8. Directors report
9. Public comment

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CITY AND COUNTY OF SAN FRANCISCO

FILM and VIDEO ARTS COMMISSION

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NEXT REGULAR COMMISSION MEETING:

Monday, January 14, 1991, 2:30 p.m.

Veterans Building, 401 Van Ness Avenue, Room 110B

* *

MINUTES OF THE DECEMBER 10, 1990

REGULAR MEETING

The meeting of the Film and Video Arts Commission was held on Monday, December 10, 1990 at the Veterans Building, 401 Van Ness Avenue, Room 110B, San Francisco.

MEMBERS PRESENT

Debra Chasnoff
August Coppola
Roberto Hernandez
Chark Lui
Robert Morales
Chris Mouroufas
Eddie Powell
Gregg Snazelle

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MEMBERS ABSENT

May Mays

CALL TO ORDER

The meeting was called to order at 2:30 p.m. by Commission President August Coppola.

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MINUTES

The minutes from the November 19, 1990 meeting were approved.

GUEST SPEAKER: Melissa Higgens, Deputy Director California Film Commission

Melissa spoke on national and California film commissions, to give the San Francisco Commission an overview of competition, budgets, staffing, etc.

There are 200 film commissions around the world, a film commission in each state, and 128 city film commissions.

The U.S. film industry generates 900 million annually in California, and nationally 1.7 Billion.

There is great competition from other cities and states for production dollars. Other film offices offer free services, tax rebates, free permits, reduced hotel rates, etc.

Some reasons for production leaving the state were noted;
- The star or director wanting to stay home
- Location directed by script
- Union regulations

Bringing production to their areas and serviceing the film industry is the major role of all Film Commissions. They provide location photos or videos, trouble shooting, location scouting, as well as marketing their areas.

Discussion followed on ways the San Francisco Commission can compete with these other states and cities.

FORUM:

Discussion on holding an open forum in February to take the place of the regular february meeting. The local film industry would be invited to a saturday meeting with the Film Commissioners. The group would discuss film production issues to give the Film Commission imput in setting their goals and directions.

The need to structure the event was discussed. A committee of commissioners and local industry people will be established to send out a preliminary questioneer. This questioneer will access areas to be reviewed and assist in developing a format for the event.

The Commission voted unanimously to hold a forum.

COMMITTEES:

- See attached new committee assignments.
- Neighborhood Committee: See attached minutes.
- Fundraising Committee: See attached notes from meeting with City Attorney.

  Discussion followed on two options

  Commission voted unanimously to establish a Friends of the Film Commission group.

  Commissioner Mouroufas will follow up.

1991 AGENDA/GOALS

(See attached working draft)
The Commission unanimously voted to adopt the 1987 film industry report done by the Mayor's Film Advisory Council. This will be a basis for establishing the Commissions goals.

Discussion continued: Commissioner Powell stated that the number one priority of the commission is to make San Francisco more conducive to filming and to work with the many government bureaucracies to this end. Other commissioners also stressed the need to raise funds from a number of sources - General fund, Hotel tax, State Film Commission, Fundraising event.

The Commissioners were asked by the president to list their priorities and return them to the Director.

PUBLIC COMMENT WAS TAKEN

ADJOURNMENT

There being no further business, President Coppola adjourned the meeting 4:30 p.m.

Robin Eickman

Robin Eickman
Executive Director
San Francisco Film and Video Arts Commission

Approved 1/14/91
R.E.

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San Francisco Film and Video
Arts Commission

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AGENDA

January 14, 1991 2:30 p.m.

Meeting to be held: Veterans Bld. 401 Van Ness Ave. Rm.110B

1. Roll call
2. Review and approve previous regular meeting minutes
3. Presidents report
4. 1991 goals
5. Committee reports - Industry/Government relations
   Discussion and action on Forum
6. Directors report
7. Public comment

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January 14, 1991

The Minutes of this meeting are missing.

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AGENDA

February 11, 1991 2:30 p.m.

Meeting to be held: Veterans Bld. 401 Van Ness Ave. Rm. 110B

1. Roll call

2. Review and approve previous regular meeting minutes

3. Presidents report

4. Committee Reports - Government/Industry
   (Follow up discussion on forum/event)

5. Budget discussion

6. Sponsorship discussion (Commissions position on sponsorship of individual projects)

   a. S.F. Bay Reunion - Elizabeth Estrada

   b. Reel Magic and Associates

7. Directors report

8. Public comment

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FILM and VIDEO ARTS COMMISSION

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NEXT REGULAR COMMISSION MEETING:

Monday, April 8, 1991, 2:30 p.m.

Veterans Building, 401 Van Ness Avenue, Room 110B

* *

MINUTES OF THE FEBRUARY 11, 1991

REGULAR MEETING

The meeting of the Film and Video Arts Commission was held on Monday, February 11, 1991 at the Veterans Building, 401 Van Ness Avenue, Room 110B, San Francisco.

MEMBERS PRESENT

Debra Chasnoff
August Coppola
Chark Lui
May Mays
Robert Morales
Chris Mouroufas
Eddie Powell
Gregg Snazelle

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MEMBERS EXCUSED

Roberto Hernandez

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COMMITTEE REPORTS

Government/Industry Committee (See attached minutes)

1. Forum - Commission unanimously voted to hold the forum event at the Holiday Inn at Fisherman's Wharf, on Thursday March 21, 1991 at 5:30 p.m. Discussion followed on speakers, invitations, and involvement of local film community.

2. "Class Action" - Possible benefit premier at Palace of Fine Arts March 4. 1991.
   Event still to be confirmed.
   Brief discussion re: timeline considerations, sharing of benefit, invitations, ticket costs. Director will firm up the proposed event within the next few days and meet with commissioners to solidify the program.

COMMISSION SPONSORSHIP/ENDORSEMENT OF FILM PROJECTS

Discussion ensued on the Commission endorsement of film projects. It was felt that very definite criteria must be set, and a screening process needs to be established. This should include, but not be limited to; that the project enhance the film making community, that the project not be of sole financial benefit for one individual or business. Commissioners Morales and Chasnoff will work with the Director and City Attorney to help establish this criteria.

1. Two projects were presented (see attached proposals) by Elizabeth Estrada and Reel Magic. The Commission will review these after the endorsement criteria is established.

BUDGET

The Director discussed with the Commission the direction they want to take in regards to marketing San Francisco (tradeshows, advertising). It was determined that the Director would apply for grants from the Hotel Tax and the S.F. Foundation, to return to the next regular commission meeting in April with a proposal for the '91/'92 budget.

DIRECTORS REPORT

1. At Commissioner Powell's request, attached is an updated comparison list of services offered by other film offices.

2. Liz Kendall is the intern from San Francisco State University in the film office February through May.

3. California Film Commission has their on staff photographer in San Francisco this week to augment our location photo library.

4. A number of features and television pilots will be filming in March and April. Warner Brothers has two features " Memoires of an Invisible Man" and "Final Analysis", and Carolco is shooting "Basic Instinct". Lorimar is also planning a television pilot during that time.

5. The March meeting is cancelled/to be replaced by the forum event.

6. The Commission will hold its elections in April.

PRESIDENTS REPORT

1. With the many productions filming during the next few months Commissioner Coppola expressed the commissions desire to extend every courtesy to those companies. He also plans to meet with those production staffs during the next month.

2. Discussed the proposed California Film Commission office in Northern California. (See attached legislation)

3. Suggested inviting Deputy Mayor James Ho to our next meeting to discuss loan packages available to film production businesses.

MINUTES

The minutes from the January 11, 1990 meeting were approved.

PUBLIC COMMENT WAS TAKEN

ADJOURNMENT

There being no further business, President Coppola adjourned the meeting 4:15 p.m.

Robin Eickman

Robin Eickman
Executive Director
San Francisco Film and Video Arts Commission

Approved April 8, 1991
R.E.

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San Francisco Film and Video
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AGENDA

April 8, 1991 2:30 p.m.

Meeting to be held: Veterans Bld. 401 Van Ness Ave. Rm. 110B

1. Roll call

2. Review and approve previous regular meeting minutes

3. Discussion of loan package proposal

   Guest speaker: James Ho or Gene Choy of the Mayor's Office of Business and Economic Development

4. Presidents report

5. Budget discussion

6. Discussion on sponsorship criteria

7. National A.I.C.P. event in San Francisco - June 1st

   Discussion of Commission involvement.

8. Elections

9. Directors report

10. Public comment

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FILM and VIDEO ARTS COMMISSION

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NEXT REGULAR COMMISSION MEETING:

Monday, May 13, 1991, 2:30 p.m.

Veterans Building, 401 Van Ness Avenue, Room 110B

* *

MINUTES OF THE APRIL 8, 1991

REGULAR MEETING

The meeting of the Film and Video Arts Commission was held on Monday, April 8, 1991 at the Veterans Building, 401 Van Ness Avenue, Room 110B, San Francisco.

MEMBERS PRESENT

August Coppola
Roberto Hernandez
Robert Morales
Chris Mouroufas
Eddie Powell
Gregg Sanzelle

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MEMBERS EXCUSED

Debra Chasnoff
Chark Lui
May Mayes

As a quorum was not present at 2:30 p.m. Commissioner Coppola opened with announcements. He publically thanked the Holiday Inn for the forum event hosted for the Commission, as well as the local film community, various city departments, and the speakers who participated. The Director reviewed some upcoming events....

1. A new Commissioner, Sharon Owsley, will be sworn in Wednesday April 10 at 4:30 p.m. at the Mayor's Office.

2. "Midnight Caller" is proposing a press conference to be held at their studio in San Francisco in late April. More details to follow.

3. The Director attended the Association of Film Commissions Location Expo. in March. Joint participation with the Sonoma and San Jose Film Commissions with approximately 4000 in attendance.

4. Production volume is up. "Memoirs of an Invisible Man" with Warner Brothers just wrapped. "Basic Instinct" with Carolco has begun shooting, and Warner Brothers "Final Analysis" will start late April.

   "Basic Instinct" is negotiating with the Telegraph Hill Neighborhood Association and local residents to do extensive night filming. The Director will continue to meet with various groups to resolve the issue. Commissioner Coppola requested Commissioner Hernandez assist with these negotiations.

President Coppola discussed the newly formed Cultural Affairs Task Force. This will be a 25 member group appointed by the Board of Supervisors and a limited representation of the 22 city departments that have art related components. The Director will attend and monitor these meetings. Commissioner Powell recommended that the Film Commission not take a position on the issues until the task force has been formed.

Commissioner Hernandez arrived at 3:05 p.m. and the Commission meeting was called to order by president Coppola.

MINUTES

The minutes from the February 11, 1991 meeting were approved.

GUEST SPEAKER

Gene Choy from the Mayor's office of Business & Economic Development spoke about the availability of small business loans to the San Francisco film production community. These are fixed below market rate loans. Commissioner Hernandez requested a letter be sent to local production companies informing them of the availability of loans to businesses that help create new jobs or are located in specific sections of town.

BUDGET

The Commission was unable to determine expenditures for fiscal year 91/92 until two grant applications have been processed. Commissioner Powell requested from the Director an accounting of permit fee money generated to date, and documentation on production dollars spent by the three feature films shooting in San Francisco during March and April 1991. This information will be provided at the next regular Commission meeting.

SPONSORSHIP/ENDORSEMENT

See attached work sheets.

After considerable discussion, by unanimous vote the commission established the following regarding sponsorship/endorsement.

1. The Film and Video Arts Commission will not sponsor/endorse any product or event that is for profit.

2. Commissioners can use their names to endorse persons or events (ie: ballot issues or candidate endorsements), but this does not imply the Commissions' endorsement.

Sponsorship/endorsement of non-profit projects, events, etc. was left open at this time for case by case review.

ASSOCIATION OF INDEPENDENT COMMERCIAL PRODUCERS (A.I.C.P.)

The Commission decided to host a cocktail party in the Mayor's Office for the Board of Directors of the National Association of Independent Producers when they hold their annual board meeting in San Francisco. This would be by invitation only, including the National and Local A.I.C.P. Boards and the Film Commission. Commissioner Morales also volunteered to host the event if it was not possible to do in City Hall.

ELECTIONS

By unanimous vote the Commission voted to re-elect for the next year; August Coppola as President, and Gregg Snazelle as Vice President of the San Francisco Film and Video Arts Commission.

PUBLIC COMMENT WAS TAKEN

ADJOURNMENT

There being no further business, President Coppola adjourned the meeting 4:20 p.m.

Robin Eickman

Robin Eickman
Executive Director
San Francisco Film and Video Arts Commission

Approved R.E.
June 10, 1991

WORKING DRAFT

San Francisco Film and Video Arts Commission
Budget Fiscal Year July 1991--June 1992

EXPENDITURES	PERMIT MONEY	HOTEL/TAX GRANT	S.F. FOUNDATION GRANT
ADVERTISING	$30,000.00		
TRADE SHOWS/SALES CALLS	$8,000.00		
DUES/SUBSCRIPTIONS	$1,000.00		
MISCELLANEOUS	$1,000.00		
PART TIME P.R. PERSON	$10,000.00		
DESIGN ADVERTISING CAMPAIGN		($20,000.00)	
DESIGN AND PRINT NEIGHBORHOOD BROCHURE			($15,000.00)
HIRE ASSISTANT	($30,000.00)		
Expenditures and Grant money indicated by ( ) has not been confirmed.			

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WORKING DRAFT

SPONSORSHIP/ENDORSEMENT

1. San Francisco Commissions do not generally endorse or sponsor projects. They do occasionally co-sponsor an event with an outside group (ie: The Recreation and Park Department co-sponsors the San Francisco Urban Fair because the event takes place on park property, and it is a city wide multi-cultural Fair).

2. The Mayor's Office and City Departments do not sponsor/ endorse any product or event that is for profit.

3. Commissioners do use their names to endorse persons or events (ie: ballot issues or candidate endorsements), but this does not imply the Commissions endorsement.

4. If the Commission wants to endorse a non-profit project, criteria must be established that will apply equally to all petitioners. Before determining criteria, these issues must be discussed and resolved...
   a. How does the project portray the City/Film Commission?
   b. Does the project promote an individual business or the entire San Francisco film/video production community?
   c. Would the Commission's endorsement be a selling tool for the project, and/or a way to gather other sponsors?
   d. What control does the Commission have over the final outcome of the project?
   e. What fiscal responsibility does the Commission bear if a project is not successful (ie: Festival 2000).

CITY HALL, ROOM 200, SAN FRANCISCO, CA 94102, TEL. (415) 554-6144 • FAX. (415) 554-6160

Re: San Francisco Film Commission

The San Francisco Film Commission was established for the purposes of promoting the production of films and tapes within the City and County of San Francisco, to enhance the image of the city, to promote employment and to encourage the utilization of San Francisco business resources for such production.

The Film Commission will only consider the endorsement of projects which in its opinion support one or more of the foregoing objectives. Before any endorsement is given, the Commission may require the submission of appropriate agreements and any necessary permits, and satisfactory proof of financial security of the organization producing the material. In addition, if funds are to be solicited for the production, the Commission may require the submission of all scripts and graphic materials which will be utilized for this purpose.

The foregoing information, documents and other material must be submitted at least 30 days in advance or the Commission will be unable to consider any endorsement. Approval of endorsements must be in writing with the signature of the Chairman or Director of the Commission.

Unless all the foregoing requirements have been met, no use of the San Francisco Film Commission name will be permitted on or in connection with any production.

y and County of San Francisco

San Francisco Film and Video
Arts Commission

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AGENDA

NOTICE OF CANCELLATION OF MEETING

The regular meeting of the San Francisco Film and Video Arts Commission scheduled for May 13, 1991 has been cancelled. The next meeting will be held on June 10, 1991 at 2:30 p.m. Veterans Building, 401 Van Ness Ave., Room 110 B.

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San Francisco Film and Video
Arts Commission

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AGENDA

June 10, 1991 2:30 p.m.

Meeting to be held: Veterans Bld. 401 Van Ness Ave. Rm. 110B

1. Roll call
2. Review and approve previous regular meeting minutes
3. Presidents report
4. Budget discussion
5. Discussion and vote on suspension of summer meetings
6. Directors report
7. Public comment

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CITY AND COUNTY OF SAN FRANCISCO

FILM and VIDEO ARTS COMMISSION

City Hall, Mayor's Office, Room 200
San Francisco, CA 94102
(415) 554-6144

* *

NEXT REGULAR COMMISSION MEETING:

Monday, September 9, 1991, 2:30 p.m.

Veterans Building, 401 Van Ness Avenue, Room 110B

* *

MINUTES OF THE JUNE 10, 1991

REGULAR MEETING

The meeting of the Film and Video Arts Commission was held on Monday, June 10, 1991 at the Veterans Building, 401 Van Ness Avenue, Room 110B, San Francisco.

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MEMBERS PRESENT

August Coppola
Roberto Hernandez
Chark Lui
Robert Morales
Chris Mouroufas
Sharon Owsley
Eddie Powell

MEMBERS EXCUSED

Debra Chasnoff
May Mayes
Gregg Snazelle

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MINUTES

The minutes from the April 8, 1991 meeting were approved.

PRESIDENTS REPORT

President Coppola opened by introducing and welcoming the newest Commission appointment, Sharon Owsley. He gave a brief wrap up on the reception hosted by the Commission in the Mayor's Office for the National Association of Independent Commercial Producers. It was agreed that the event was great publicity for the City with the commercial producers market, and that more of these events should be considered. He gave a brief overview of the proposed new film building at San Francisco State that will include a sound stage, editing rooms, sound processing, etc. The bid process is still under review, but the ground breaking should be within the next two years.

BUDGET

The Director passed out information to the Commissioners on the expenditures of three feature films that worked in San Francisco during the spring of '91. The revenues spent in San Francisco by "Basic Instinct", "Final Analysis", and "Memoirs of an Invisible Man", totaled $10 Million for local hires, hotels, equipment rentals, crews, etc. (See attached press release). The Director also distributed a breakdown of fiscal year expenses for '90/'91, and a list of permit fee collections during '90/'91. These fees are to be used for promotional and marketing efforts. A discussion ensued. Two grants previously applied for, from Grants for the Arts and the San Francisco Foundation, will not be determined until August. With this section of the budget unknown, the Commission voted unanimously to allot $30,000. for public relations expenditures. This $30,000 may include advertising, receptions, FAM trips, etc. A committee will be established and meet over the summer to determine a direction for the expenditure of this money. $10,000 was allotted for the Director to attend trade shows, make sales calls, and to cover dues and subscriptions. This left $20,000 in reserve until the status of the two grant applications are determined. In the early Fall the commission will review remaining expenditures for fiscal year '91/'92.

SUSPENSION OF SUMMER MEETINGS

The commission voted unanimously to suspend the July and August regularly scheduled meetings. The next Commission meeting will be Monday September 9, 1991.

DIRECTORS REPORT

The Director updated the Commissioners on a number of items:

1. Reminder to the Commissioners to send to the Director requests to be absent from the State.

2. Director attending Human Rights Commission seminar on hiring and purchasing requirements regarding minority/women owned businesses.

3. Update on "Midnight Caller" press conference on April 25th, and subsequent cancellation of the show.

4. Director attended the Independent Feature Project trade show May 19th.

5. Discussion on possible planning code issues involving commercial activity in a private residence.

6. Clean up legislation on the commission, and ratification of the conflict of interest code have gone to Supervisor Alioto for introduction at the Board of Supervisors.

7. The newly formed Cultural Affairs Task Force. Discussion ensued over the reasons for the formation of the task force, and the Film Commissions continued interest in monitoring their recommendations that may affect long range financing for the Film Commission.

8. "Basic Instinct" was briefly discussed. KQED will be doing a follow up show on June 19, 1991. The Mayor will be taped before hand on the issue.

9. A new open space/park is proposed at the site of the old San Francisco Studios at 7th and Harrison.

10. Gretchen Belli will be sworn in, as the newest member of the Film Commission, on June 20, 1991 at 4p.m. in City Hall, Room 200.

PUBLIC COMMENT WAS TAKEN

ADJOURNMENT

There being no further business, President Coppola adjourned the meeting 3:45 p.m.

Robin Eickman

Robin Eickman
Executive Director
San Francisco Film and Video Arts Commission

Approved
September 9, 1991
Robin Eickman

ty and County of San Francisco

San Francisco Film and Video
Arts Commission

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AGENDA

September 9, 1991 - 2:30 p.m.

Meeting to be held: Veterans Bld. 401 Van Ness Ave. Rm. 110B

1. Roll call

2. Review and approve previous regular meeting minutes

3. Guest speaker - David Benjeman, City Attorney
   Review Conflict of Interest Code

4. Presidents report

5. Budget discussion and approval

6. Discussion of activities for upcoming year

7. Cultural Affairs Task Force update - Commissioner Morales

8. Directors report

9. Public comment

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CITY AND COUNTY OF SAN FRANCISCO

FILM and VIDEO ARTS COMMISSION

City Hall, Mayor's Office, Room 200
San Francisco, CA 94102
(415) 554-6144

* *

NEXT REGULAR COMMISSION MEETING:

Monday, October 21, 1991, 2:30 p.m.

Veterans Building, 401 Van Ness Avenue, Room 110B

* *

MINUTES OF THE SEPTEMBER 9, 1991

REGULAR MEETING

The meeting of the Film and Video Arts Commission was held on Monday, September 9, 1991 at the Veterans Building, 401 Van Ness Avenue, Room 110B, San Francisco.

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MEMBERS PRESENT

Gretchen Belli
Debra Chasnoff
August Coppola
Roberto Hernandez
Chark Lui
May Mays
Robert Morales
Chris Mouroufas
Sharon Owsley
Eddie Powell
Gregg Snazelle

MINUTES

The minutes from the June 10, 1991 meeting were approved.

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GUEST SPEAKER

David Benjamin, from the City Attorney's Office, gave a detailed review of the Conflict of Interest forms that the Film Commissioners are required to file on an annual basis. Mr. Benjamin answered questions, and instructed the Commissioners to return their completed forms to the Film Office by September 27, 1991.

DIRECTORS REPORT

-Summer slow for Feature and Television work, but on par with past summers for commercial, print, and corporate industrials.

-603 filming days through August '91
670 filming days through August '90
Writing a greater number of permits, but feature and television shows are shooting fewer days.

-Upcoming productions are: Disney "Sister Act"
Universal "Sneakers"
"Streets of San Francisco", TV Movie.

-Hotline has been reinstated.

-Applied for two grants - Received $20,000.00 from Grants for the Arts for advertising. Unable to obtain a grant from the San Francisco Foundation, will re-apply in 1992.

-Commissioner Chasnoff requested that the Director release location information upon request in a timely manner. The President so instructed the Director.

PRESIDENT'S REPORT

- Commissioner Coppola welcomed new Commissioner Gretchen Belli.
- Discussed new committee assignments (see attached) and requested that the committees meet within the next few weeks to begin work on this years activities.

Finance/Fundraise - Need to raise funds for operational expenses and hospitality events. Look into approaching production companies that have shoot features in San Francisco to do benefit fundraiser for Commission at opening of theatrical run.

PR/Neighborhood - Begin work on neighborhood brochure. Look into probono PR assistance.

Industry/Government Relations -

-Announced that Apple will donate a computer for Film Office use.

ACTIVITIES FOR UPCOMING YEAR

President Coppola reiterated the three areas that the Commissions goals encompass:
1. Promote film business
2. Assist independent film makers
3. Educational outreach

The Director discussed some proposed events/projects-

1. FAM trip - California Film Commission assist with airfare.

   Commissioner Powell asked that the Director look into costs involved and report back to the Commission.

2. Neighborhood brochure - Information on filming from Commission to neighborhood residents and merchants. Could help in combating our negative business climate.

Some ideas were discussed -

1. Involvement with writers from out of town to generate more scripts written for San Francisco. Possible seminars, receptions, FAM trips.

2. Apprentice/Internships on Feature Projects. Discussion ensued about putting students and independent film makers on feature and television production sets. Time restraints and insurance problems were brought up. Suggestion was given that local advertising agencies and production companies be approached rather than the import feature business. Also suggested that this project could be facilitated through local academic institutes.

CONTINUE ACTIVITIES FOR UPCOMING YEAR

3. Ongoing discussion on the Commission goals. Commissioner Powell stressed the importance of continuing to promote and service the film industry. The continuing need to make the city more conducive to film production.

BUDGET

See attached working draft.

$60,000.00 in fiscal year 91/92 budget. $10,000.00 previously adopted for trade shows, sales calls, etc. The Commission voted unanimously to appropriate $10,000.00 for producing a neighborhood brochure, and $30,000.00 to place ads in trade publications. This leaves $10,000.00 in reserve to be appropriated at a later date. The $20,000.00 grant from the Hotel Tax/Grants for the Arts will be used to design ads.

Discussion on looking to the Convention and Visitors Bureau for assistance with advertising. The Director will invite John Marks to speak at the next Commission meeting.

CULTURAL AFFAIRS TASK FORCE

Commissioner Morales gave a brief update regarding the task force meetings. They are still setting up their parliamentary and procedural plans. The importance of having a film representative on the task force was stated.

PUBLIC COMMENT WAS TAKEN

ADJOURNMENT

There being no further business, President Coppola adjourned the meeting 4 p.m.

Robin Eickman

Robin Eickman
Executive Director
San Francisco Film and Video Arts Commission

Approved Nov. 18, 1991

Robin Eickman

y and County of San Francisco

San Francisco Film and Video
Arts Commission

AGENDA

NOTICE OF CANCELLATION OF MEETING

The regular meeting of the San Francisco Film and Video Arts Commission scheduled for October 21, 1991 has been cancelled. The next meeting will be held on November 18, 1991 at 2:30 p.m. Veterans Building, 401 Van Ness Ave., Room 110B.

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CITY AND COUNTY OF SAN FRANCISCO

FILM and VIDEO ARTS COMMISSION

City Hall, Mayor's Office, Room 200
San Francisco, CA 94102
(415) 554-6144

* *

NEXT REGULAR COMMISSION MEETING:

Monday, January 13, 1991, 2:30 p.m.

Veterans Building, 401 Van Ness Avenue, Room 110B

* *

MINUTES OF THE NOVEMBER 18, 1991

REGULAR MEETING

The meeting of the Film and Video Arts Commission was held on Monday, November 18, 1991 at the Veterans Building, 401 Van Ness Avenue, Room 110B, San Francisco.

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MEMBERS PRESENT

Gretchen Belli
Debra Chasnoff
August Coppola
Roberto Hernandez
Chark Lui
May Mays
Robert Morales
Eddie Powell
Gregg Snazelle

MEMBERS EXCUSED

Chris Mouroufas
Sharon Owsley

MINUTES

The minutes from the September 9, 1991 meeting were approved.

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PRESIDENT'S REPORT

Commissioner Coppola presented the idea of approaching the Public Research Institute at San Francisco State University to produce an economic impact report on the San Francisco film industry.

SUSPENSION OF DECEMBER COMMISSION MEETING

The Commission voted, with Commissioner Chasnoff desenting, to cancel the December Commission meeting.

COMMITTEE REPORTS

Neighborhood Committee - See Attached minutes

1. Neighborhood Brochure - The first draft of the Neighborhood brochure has been reviewed, the Director will mail out a reworked draft to the Commission for comments.

2. Advertising - At the direction of the Commission, the Director interviewed Ad designers and brought in samples of their work.
   It was then discussed, proposed, and unanimously voted on by the commission to rework our already existing ads with new photos and headlines. This will save designing expenses, and continue to utilize a very well received ad campaign.

DIRECTORS REPORT

1. Three major shows just wrapped - Disney "Sister Act"
   Universal "Sneakers"
   Hanna Barbera "Streets of San Francisco"

2. The Director made a sales call trip to Los Angeles in October visiting production executives at Disney, Universal, Warners, Columbia, Paramount, and Twentieth Century Fox. After the first of the year another trip will be planned to visit commercial production companies.

3. See attached press release on "Streets of San Francisco" that was sent out in conjunction with the October 18th press conference in the Mayor's Office.

4. The Film Office will be getting a computer donated by Apple Computer for a one year loan.

5. The FAM trip proposal was discussed. A lengthy debate ensued over the Commissions role and direction in attracting film business to San Francisco. It was felt that a FAM trip was a good suggestion, but that the Commissions overall direction needs better clarification. The President directed the committees to reconveen in a timely fashion to review and bring back the following issues to the full Commission in January.

- Finance/Fundraising Committee:

    1. Form goals and a target fundraising budget for '92.

    2. Establish Friends Group.

- Industry/Government Relations:

    1. Form '92 goals for attracting business.

    2. Determine feasibility of FAM trip to San Francisco and who to invite (Production personnel vs. writers)

PUBLIC COMMENT WAS TAKEN

ADJOURNMENT

There being no further business, President Coppola adjourned the meeting 4 p.m.

Robin Eickman

Robin Eickman
Executive Director
San Francisco Film and Video Arts Commission

Approved 2/10/92
Robin Eickman

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NOTICE OF CANCELLATION OF MEETING

The regular meeting of the San Francisco Film and Video Arts Commission scheduled for January 13, 1992 has been cancelled. The next meeting will be held on February 10, 1992 at 2:30 p.m. Veterans Building, 401 Van Ness Ave., Room 110B.

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AGENDA

February 10, 1992 - 2:30 p.m.

Meeting to be held: Veterans Bld. 401 Van Ness Ave. Rm. 110B

1. Roll Call

2. Review and approve previous regular meeting minutes

3. Guest speaker: Robert Begley, Executive Director
   Hotel Council of San Francisco

4. Vice Presidents report

5. Committee reports:
   Neighborhood/Public Relations -
   Update on neighborhood brochure
   Government/Industry Relations -
   Committees recommendations re:
   FAM trip and LA reception/event

6. Discussion and vote on Commission meeting schedule.

7. Directors report

8. Public comment

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SAN FRANCISCO
FILM AND VIDEO ARTS COMMISSION

February 10, 1992

The Minutes of this meeting are missing.

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San Francisco Film and Video
Arts Commission

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Joint meeting
of
Finance Committee and Event Planning Group
of
San Francisco Film and Video Arts Commission

Meeting to be held: Thursday, February 27,1992 - 10:00 a.m.
City Hall, Room 249, San Francisco, CA.

AGENDA

Joint meeting to discuss proposed Los Angeles event/reception. Venue, participants, etc. Finance committee discussion of funding sources for proposed reception.

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AGENDA

March 9, 1992 - 2:30 p.m.

Meeting to be held: Veteran's Bld. 401 Van Ness Ave. Rm. 110B

1. Roll call

2. Review and approve previous regular meeting minutes

3. Guest speaker: Kent Sims
   Director Mayor's Office of Economic Planning
   and Development

4. Vice Presidents report

5. Committee reports:

   Los Angeles event committee
   Finance committee

6. Directors report

7. Public comment

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SAN FRANCISCO
FILM AND VIDEO ARTS COMMISSION

March 9, 1992

The Minutes of this meeting are missing.

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San Francisco Film and Video
Arts Commission

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Special Meeting

of

SAN FRANCISCO FILM AND VIDEO ARTS COMMISSION

AGENDA

April 28, 1992 - 2:00 p.m.

Meeting to be held: Veteran's Building, 401 Van Ness Ave. Room 223

1. Roll Call
2. Election of President and Vice President of Commission
3. Personnel matter
4. Selection of regular meeting dates and times
5. Public Comment

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SPECIAL MEETING
OF
SAN FRANCISCO FILM AND VIDEO ARTS COMMISSION
APRIL 28, 1992 @ 2:00 P.M.
HELD @ THE VETERAN'S BUILDING
401 VAN NESS AVENUE, ROOM 223

Minutes

EXECUTIVE DIRECTOR, ROBIN EICKMAN, CALLED THE MEETING TO ORDER AT APPROXIMATELY 2:17 P.M.

ROLL CALL: PRESENT: BELLI, CHASNOFF, FARRELL, HILLMAN, IMMENDORF, JAMES, POWELL, ROOMEL, YEE AND YODER
ABSENT: TELLES

I. ELECTION OF PRESIDENT AND VICE PRESIDENT

A. JAMES YEE AND BEVERLY IMMENDORF WERE NOMINATED TO ACT AS PRESIDENT OF THE COMMISSION. THE MOTIONS WERE SECONDED. THERE WAS NO PUBLIC COMMENT ON THE MOTIONS. THE VOTE THEN TOOK PLACE. BELLI AND CHASNOFF VOTED FOR YEE. ALL OTHERS PRESENT EXCEPT YEE, WHO ABSTAINED, VOTED FOR IMMENDORF. IMMENDORF THEN PRESIDED OVER THE MEETING AND ENTERTAINED MOTIONS FOR THE POST OF VICE PRESIDENT.

B. DAVID YODER WAS NOMINATED TO THE POST OF VICE PRESIDENT OF THE COMMISSION. THE MOTION WAS SECONDED. THERE WAS NO PUBLIC COMMENT. YODER WAS ELECTED VICE PRESIDENT.

II. ESTABLISHMENT OF SECOND POSITION

A. THE PRESIDENT ENTERTAINED MOTIONS FOR THE CREATION OF A SECOND POSITION OF ADMINISTRATOR FOR THE FILM AND VIDEO ARTS COMMISSION TO WORK UNDER THE SUPERVISION OF THE EXECUTIVE DIRECTOR.

a. POWELL MOVED TO CREATE A SECOND POSITION.

b. DISCUSSION.

1. COMMISSIONER CHASNOFF QUESTIONED THE SOURCE OF FUNDING FOR SUCH A POSITION AND MOVED TO DELAY VOTING UNTIL THE BOARD OF SUPERVISORS AUDITED THE COMMISSION AND ANALYZED FUNDING MATTERS.

2. PRESIDENT IMMENDORF STATED THAT COMMISSIONER CHASNOFF COULD NOT MAKE A SECOND MOTION BEFORE TABLING THE MOTION ON THE TABLE.

c. COMMISSIONER CHASNOFF MOVED TO TABLE THE MOTION ON THE TABLE UNTIL THE BOARD OF SUPERVISORS HAD REVIEWED THE COMMISSION'S AUDIT AND HAD ANALYZED THE BUDGET.

d. PUBLIC COMMENT CONTINUED FOR APPROXIMATELY ONE HOUR

e. DISCUSSION AMONG COMMISSIONERS FOLLOWED

f. PRESIDENT IMMENDORF REQUESTED COMMISSIONER POWELL TO CLARIFY HIS MOTION. AFTER CLARIFICATION, THERE WAS MORE PUBLIC COMMENT.

g. PRESIDENT IMMENDORF DECLARED PUBLIC COMMENT CLOSED.

h. DISCUSSION AMONG COMMISSIONERS FOLLOWED.

i. THE COMMISSIONERS VOTED ON THE MOTION TO CREATE A SECOND POSITION. MOTION WAS VOTED ON AND PASSED. COMMISSIONER CHASNOFF VOTED NO WHILE ALL OTHER COMMISSIONERS PRESENT VOTED YES.

B. THE PRESIDENT MOVED TO DISCUSS EICKMAN'S TENURE AS EXECUTIVE DIRECTOR AND ENTERTAINED MOTIONS FOR EICKMAN'S DISMISSAL FROM HER CURRENT POST.

a. COMMISSIONER YODER MOVED TO TERMINATE EICKMAN'S POST EFFECTIVE IMMEDIATELY, BUT TO RETAIN HER FOR A PERIOD OF TWO MONTHS. MOTION WAS SECONDED.

b. PUBLIC COMMENT CONTINUED FOR APPROXIMATELY ONE HOUR.

c. MADAM PRESIDENT DECLARED PUBLIC COMMENT CLOSED.

d. DISCUSSION AMONG COMMISSIONERS FOLLOWED.

e. COMMISSIONERS VOTED TO POSTPONE VOTE ON THE MOTION UNTIL AGENDA ITEM 3 HAD BEEN COMPLETED.

III. LORRAINE ROMINGER - EXECUTIVE DIRECTOR

A. PUBLIC TESTIMONY ON LORRAINE ROMINGER CONTINUED FOR APPROXIMATELY 30 MINUTES, AFTER WHICH TIME MADAM PRESIDENT CLOSED PUBLIC COMMENT.

B. COMMISSIONERS COMMENTED FOR APPROXIMATELY TEN MINUTES BEFORE PRESIDENT DECLARED A RECESS TO BE FOLLOWED BY A CLOSED SESSION ON AGENDA ITEM 3.

C. RESOLUTION OF ISSUE

1. THE PRESIDENT ANNOUNCED THAT AN AGREEMENT HAS BEEN REACHED WHEREBY EICKMAN WOULD FILL THE NEWLY-CREATED SECOND POSITION AND ROMINGER WAS APPOINTED EXECUTIVE DIRECTOR, EFFECTIVE IMMEDIATELY.

4. FOR THE RECORD, MADAM PRESIDENT NOTED THAT ONLY COMMISSIONER CHASNOFF VOTED "NO."

IV. SELECTION OF REGULAR MEETING DATES AND TIMES

A. MEETINGS WILL TAKE PLACE THE FIRST TUESDAY OF EVERY MONTH @ 10:00 A.M. EICKMAN WILL NOTIFY COMMISSIONERS OF LOCATION.

THE PRESIDENT ADJOINED THE MEETING AT APPROXIMATELY 6:30 P.M.

Approved May 12, 1992

Robin Eickman

y and County of San Francisco

San Francisco Film and Video
Arts Commission

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AGENDA

Tuesday, May 12, 1992 - 10:00 a.m.

Meeting to be held: Veteran's Bld. 401 Van Ness Ave. Rm. 110B

1. Roll call
2. Review and approve minutes from special commission meeting
3. Presidents report
4. City Attorney Katheryn Pennypacker - Conflict of Interest
   Public Meeting Laws
   Brown Act
   Friends Account
5. Directors report
6. Administrators report
7. Review job breakdown for two Film Office staffers
8. Budget overview
9. Schedule regular meeting time and place for remainder of 1992
10. Announcement of fundraiser - Commissioner Powell
11. Public comment

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CITY AND COUNTY OF SAN FRANCISCO

FILM AND VIDEO ARTS COMMISSION

City Hall, Room 205
San Francisco, CA 94102
(415) 554-6144 or 6244

NEXT REGULAR COMMISSION MEETING:

Wednesday, June 10, 1992 @ 10:00 am
Veterans Building, 401 Van Ness Avenue, Room 110B

MINUTES OF THE MAY 12, 1992 REGULAR MEETING

The meeting of the Film and Video Arts Commission was held on Tuesday, May 12, 1992 at the Veterans Building, 401 Van Ness Avenue, Room 110B, San Francisco.

MEMBERS PRESENT
Gretchen Belli
Leslie Farrell
Beverly Immendorf
George James
Edward Powell
Nicholas Roomel
Ray Telles
James Yee
David Yoder

MEMBERS ABSENT
Debra Chasnoff
Robert Hillman

MINUTES
The meeting was called to order by President Immendorf at 10:05 am. The minutes of the April 28, 1992 meeting were approved by all Commissioners except Commissioner Telles who abstained.

PRESIDENT'S REPORT
As the first regular meeting of the newly appointed commission, welcome was given by President Immendorf. Standing committees are Finance/Fundraising, Neighborhood/Community Relations, and Government/Industry Relations. Committees will be discussed and appointed at the next regular meeting. City Attorneys Randy Riddle and Kathryn Pennypacker were introduced.

CITY ATTORNEY'S REPORT

Randy Riddle addressed the Commission on Conflict of Interest issues. The main body governing Conflict of Interest laws is the Political Reform Act which states that no public official may participate in a decision in which the official is financially interested and which could result in personal monetary gain, through property or business. Should a conflict of interest arise it was suggested that the Commissioner involved leave the room during discussion and or voting.

Also included in the Political Reform Act is the filing of an Economic Interest statement which must be completed within thirty (30) days of a Commissioner's appointment, once a year during time served, and within thirty (30) days of leaving office.

A second state law which reflects Conflict of Interest issues is Government Code Section 1090 which states that no public official may have interests in any contract that is approved by any board or commission on which they sit. Under such circumstances, a commissioner must dismiss themself from the board or divest any interest in the contract to retain official position on said commission. San Francisco's city charter is much the same in that it refers not only to contracts but to permits, and all other rights and privileges that can be granted by the commission of which you are a member.

Government Code Section 1126 states that no official officer may engage in any outside activity incompatible with their official duties. If such incompatibility becomes continuing and pervasive, commissioner may be required to dismiss themself from commission.

Proposition F prohibits any city officer from lobbying for compensation in front of other city boards or commissions when representing a personal or private interest.

Kathyrn Pennypacker addressed the commission on Public Meeting Laws, Brown Act and Friends Account.

Packets were distributed regarding the Brown Act, the Charter Section 3.500 and conflict of interest memos.

The Brown Act and Charter Section 3.500 apply to all the meetings of the Board of Supervisors, boards, commissions and advisory committees. A meeting is considered a quarum of the parent body discussing business or taking action on matters under its jurisdiction. A quarum is a simple majority which is six (6) for this commission, and a with a committee of four (4) a quarum would be three (3). In order to adopt a measure six members must be present to call the meeting and vote and all six must vote yes to pass a measure.

All meetings must be open to the public and allow public participation. No private meetings between two or three of the commissioners nor phone calling between officers of the commission and the commissioners is allowed under the Brown Act. Retreats and conferences can be considered meetings if business is discussed, as can lunches or dinners. As such the public has the right to be involved.

Every Commissioner attending a meeting must vote. A member can not abstain and must be physically present to vote. If a quarum does not show up for a meeting, the meeting must be cancelled and no action taken.
Executive Sessions may be closed to the public to discuss personnel matters or threatened and or pending litigation.
Regular meetings must be held on a regular basis, 72 hours notice to the public is required, agendas must be sent to the public library for posting and action can only be taken on the items on the agenda. Special meetings require only 24 hours notice.
Public participation is allowed before any agenda item is voted on by the commission. Reasonable limits can be established as to the time allowed for comment.
Commissioners involved in a meeting that violates the Brown Act are subject to penalities, as such violation is a misdemeanor. Actions taken under such circumstances are null and void.
Public Records Act states that most writing done in said meetings are of public record, subject to approval of the City Attorney's office.
Friends Account was discussed. However, the City and County of San Francisco and the Film and Video Arts Commission are tax deductible entities. Donations in excess of $5,000.00 must be approved by the Board of Supervisors. A Friends Account would be a separate entity and would be governed as a private, non-profit corporation and would not fall under city and county jurisdiction.

DIRECTOR'S REPORT
Lorrae Rominger stated that the Film and Video Arts Commission would be relocating its office to Room 205 in City Hall. Office equipment, including typewriter and 2 computers, will be used to compile information and track production volume and expenses.
Private donation of $5,000.00 has been donated to the Film and Video Arts Commission for promotion and marketing efforts.
Feature film being produced through Tri-Star will begin filming in San Francisco the end of June for twelve weeks. Production is in preliminary stages and more information will be forth coming.

ADMINISTRATOR'S REPORT
Robin Eickman stated that the expansion and growth within the Film Office over the past few years has resulted in a centralized permit process, an aggressive marketing campaign, the establishment of a photo library and film office packet. With the addition of another staff person the office hopes to continue its efforts to involve the local production industry through greater community outreach and expanded public relations.
We look forward to greater input and support from the local production community and hope to see growth in the independent feature market with the addition of independent film makers to the commission.
Neighborhood brochure started by prior commission will be re-addressed at next meeting. Cost and printing in more than one language to be discussed.

President Immendorf announced that Commissioner Farrell has agreed to sit on the Cultural Affairs Task Force as the representative from the Film and Video Arts Commission.

JOB BREAKDOWN FOR FILM OFFICE
A working proposal for the job of Executive Director and Administrator was outlined. Commissioners will review and will discuss at the next meeting.

BUDGET OVERVIEW
To date there is approximately $93,000.00 in the account. Salary and benefits of additional staff person totals approximately $67,000.00 through July 1, 1993. A detailed summary of the budget will be presented at the next meeting.

MEETING TIME AND PLACE FOR 1992
Regular meetings for the San Francisco Film and Video Arts Commission will be held on the second Wednesday of each month at 10:00 am in Room 110B at the Veterans Building.

ANNOUNCEMENT OF FUNDRAISER
On Wednesday, May 27th there will be a special preview of "Sister Act" starring Whoppi Goldberg and Maggie Smith which was filmed in San Francisco last year. The screening will be held at the Regency I and will benefit the Friends of the S.F. Police Department and the S.F. Film and Video Arts Commission. Reception will begin at 6:30 pm followed by the screening at 7:30 pm. Tickets are $25.00.

Public comment was taken.

Meeting was adjourned at 11:55 am by President Immendorf.

Lorrae Rominger

Lorrae Rominger
Executive Director
San Francisco Film and Video Arts Commission
May 19, 1992

Minutes approved 6/10/92
Lorrae Rominger

y and County of San Francisco

San Francisco Film and Video
Arts Commission

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A G E N D A

Wednesday, June 10, 1992 - 10:00 am a.m.

Meeting place: Veteran's Building, 401 Van Ness Avenue, Room 110B

1. Roll call
2. Review and approve minutes
3. President's report
4. Guest speaker - Patty Archuletta, Executive Director California State Film Commission
5. Director's report
   a. Budget overview
   b. Marketing outline
   c. Neighborhood Brochure
6. Sub-committees
7. Report - Cultural Task Force
8. Report - "Sister Act" screening
9. Public Comment

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FILM AND VIDEO ARTS COMMISSION

City Hall, Room 205
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NEXT REGULAR COMMISSION MEETING:

Wednesday, July 8, 1992 @ 10:00 am
Veteran's Building, 401 Van Ness Avenue, Room 110B

MINUTES OF THE JUNE 10, 1992
REGULAR MEETING

The meeting of the Film & Video Arts Commission was held on Wednesday, June 10, 1992 at the Veteran's Building, 401 Van Ness Avenue, Room 110B, San Francisco.

MEMBERS PRESENT
Debra Chasnoff
Leslie Farrell
Robert Hillman
Beverly Immendorf
Edward Powell
Nicholas Roomel
Ray Telles
James Yee

MEMBERS ABSENT
Gretchen Belli
George James
David Yoder

MINUTES
The meeting was called to order by President Immendorf at 10:10 am. The minutes of the May 12, 1992 meeting were approved by all Commissioners present.

PRESIDENT'S REPORT
President Immendorf thanked Clifford Waldeck for his donation of name plates for all the Commissioners and staff and welcomed our guest speaker, Patty Archuletta, Executive Director California Film Commission.

EXECUTIVE DIRECTOR CALIFORNIA FILM COMMISSION, PATTY ARCHULETTA

Patty Archuletta spoke to the Commission regarding film production within the State of California and their desire to work cooperatively with San Francisco to keep productions in the state. Approximately 8 billion dollars of revenue is generated per year within the state of California due to film production and the industry employees 200,000 people within the state. Behind aero space and defense, film production is the third largest revenue generating industry in California.

There are 40 film commission offices in the state which issue permits for property within their jurisdiction. When the state lifted the fees associated with their permits, they saw an increase in production of 260 %. Approximately 1500 permits are issued through the state office each year, half on state parks. The state office works closely with Cal Trans and the California Highway Patrol.

There are over 140,000 photos in the photo library and the hope is to have the photo library computerized by the end of the year.

We expressed the desire of this Commission to participate in the selection of the process and the finished product when the photo library becomes computerized.

The state commission's office budget is $1,000,000.00 per year, has a staff of eight people, marketing budget of $140,000.00 and the following 800 number: (800) 858-4PIX. The office handles over 18,000 requests for locations per year. It was decided as we expand our photo library in San Francisco that all processing would be paid by the California Film Commission office in order for copies of the prints to be kept on file in Los Angeles as well as San Francisco.

Patty also introduced Jeff Kahn, Northern California Highway Patrol Representative for Film Media Relations.

DIRECTOR'S REPORT

Budget Review - All Commissioners received a budget breakdown of expenses through June 1, 1992, estimated expenses for the month of June, salary and fringes for the next fiscal year and proposed expenses leaving a total in the account of $31,017.67.

It was voted and approved by all Commissioners to move forward with the finalizing of the neighborhood brochure to be printed at a cost of $1,000 for 10,000 copies. It was also voted and approved by all Commissioners to update our current brochure with the additional staff and phone numbers by using stickers at a cost of $780.00 for 2,000 stickers.

Marketing Outline - A seven page report outlined my goals and how I plan to achieve them. As I find our what projects can be donated and/or contributed through the industry I will then decide how to breakdown the budget. I welcome your comments and suggestions.

Neighborhood Brochure - It was voted and approved by all Commissioners present that we would work up a final draft of the neighborhood brochure and present it at the next meeting for final approval. We will print the brochure in English first and then decide what additional languages to print. The printing will be done at the duplicating service in City Hall and we will receive 10,000 copies for $1,000.00.

SUB-COMMITTEES

The following sub committees were agreed upon:

1. Finance/Fund Raising - George James and Gretchen Belli
2. Industry/Government Relations - Ed Powell and Beverly Immendorf
3. Community/Neighborhood Relations - Leslie Farrell and Nick Roomel
4. New Technology/Education - Robert Hillman and Ray Telles
5. Independent Film Makers Concerns/Small Business Concerns - Debra Chasnoff and James Yee

It was agreed that the Commissioners would finalize names of sub-committees and goals at the next meeting. It was also agreed that selection process of industry members to sit on sub-committees would be addressed and decided at next meeting.

CULTURAL AFFAIRS TASK FORCE

Commissioner Farrell gave a report of the meeting of the Cultural Affairs Task Force. This board contains 60 members whose job is to make recommendations to the Board of Supervisors on disbursement of the Hotel Tax Fund. Surveys are sent out and compiled into a report which is then given to the super-committee of seven people. The report from the super-committee will be delivered to the Board of Supervisors in August.

"SISTER ACT" SCREENING

Estimated proceeds from the "Sister Act" screening should be approximately $4,500.00. A written report will be submitted at the July meeting. Commissioner Chasnoff expressed her desire for future fund raising events to be discussed and approved by the Commission prior to the Commission's participation.

Under new business Commissioner Yee expressed his desire to discuss the report submitted to the Board of Supervisors by the budget analyst on the San Francisco Film & Video Arts Commission. It was decided that it would be on the agenda for the July meeting.

Public comment was taken.

Meeting was adjourned at 11:45 a.m. by President Immendorf.

Lorrae Rominger

Lorrae Rominger
Executive Director
June 17, 1992

Approved 7/8/92
Lorrae Rominger

and County of San Francisco

San Francisco Film and Video
Arts Commission

92

A G E N D A

Wednesday, July 8, 1992 - 10:00 a.m

Meeting place: Veteran's Building, 401 Van Ness Avenue, Room 110B

1. Roll call
2. Review and approve minutes
3. Amend meeting time of Commission
4. President's report
5. Director's report
6. Neighborhood Brochure
7. Discussion of Budget Analyst report to Supervisor Hallinan
8. Finalize sub-committees
9. Public Comment

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San Francisco Film and Video
Arts Commission

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FILM AND VIDEO ARTS COMMISSION

City Hall, Room 205
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NEXT REGULAR COMMISSION MEETING:

Wednesday, September 9th, 1992 @ 2:00 p.m.
Veteran's Building, 401 Van Ness Avenue, Room 110B

MINUTES OF THE JULY 8, 1992 REGULAR MEETING

The meeting of the Film & Video Arts Commision was held on Wednesday, July 8, 1992 at the Veteran's Building, 401 Van Ness Avenue, Room 110B, San Francisco.

MEMBERS PRESENT
Gretchen Belli
Debra Chasnoff
Leslie Farrell
Robert Hillman
Beverly Immendorf
Edward Powell
Nicholas Roomel
Ray Telles
James Yee
David Yoder

MEMBERS ABSENT
George James

MINUTES
The meeting was called to order by President Immendorf at 10:05 a.m. The minutes of the June 10, 1992 meeting were approved by all Commissioners present.

AMENDMENT OF MEETING TIME
It was moved and approved by all Commissioners that the regular meeting time of the Commission would be the second Wednesday of each month at 2:00 p.m.

PRESIDENT'S REPORT

President Immendorf stated that Commissioner Farrell had requested a three month leave from the Commission due to accepting a position in Boston working on a documentary. It was moved and approved by all Commissioners to grant her a leave from the Commission through October 1992. Commissioner Chasnoff agreed to replace Commissioner Farrell on the Cultural Task Force until Commissioner Farrell's return in November.

It was also agreed that the August meeting of the Commission would be cancelled due to the absence of several Commissioners going on vacation.

President Immendorf introduced Anne Healy, President of the Arts Commission who spoke briefly about the goals of the Arts Commission and expressed her desire to work with the Film & Video Arts Commission.

DIRECTOR'S REPORT

1. Meeting set for July 23 with Film Commissioners around Bay Area to discuss cooperative marketing.
2. Resource list of contacts for filming in surrounding communities distributed to Commission.
3. Meeting list in June (total of 45) with industry contacts.
4. Arrangements for pager through the Mayor's Office approved. Number to be distributed when available.
5. Working on proposed fundraising event at the Paradise Lounge. Will present details at next meeting.
6. Sales trip to Los Angeles to visit studio contacts and production companies August 4 to August 8.
7. Proceeds from advanced screening of "Sister Act" totaled $4,400.00.
8. All Commissioners were mailed copies of the neighborhood brochure and asked to make suggestions by 7/15/92. A final draft will be presented at the September meeting.

DISCUSSION OF BUDGET ANALYST REPORT TO SUPERVISOR HALLINAN

Report will be discussed at next meeting with comments from the Executive Director and Film Coordinator.

SUB-COMMITTEES

It was moved and approved by all Commissioners present that the following sub-committees be formed under the Commission and co-chaired by said Commissioners (except where noted):

1. Government/Industrial Relations - President Immendorf/ Commissioner Powell.
2. Neighborhood/Community Relations - Commissioner Farrell/ Commissioner Roomel.
3. New Technology/Education - Commissioner Hillman/ Commissioner Telles.
4. Independent/Non-Profit Film & Video Production Concerns- Commissioner Chasnoff/Commissioner Yee.
5. Finance/Fundraising - Commissioner James. Commissioner Belli was asked to co-chair sub-committee but declined until she could meet with Commissioner James.

Sub-committees will meet prior to next regular meeting to determine goals and objectives to be presented in writing at Commission meeting on September 9, 1992. At that time selection process of remaining members of sub-committees will be determined. A press release from the Film & Video Arts Commission office will go out to the public at large to notify members of the community and industry of the sub-committees being formed and the desire for public participation.

It was suggested that a Marketing/Long Range Planning sub-committee be formed. However, prior to the formation of any additional sub-committees the Executive Director will present proposed goals and objectives as well as proposed budget and expenditures for the upcoming year at the September meeting. Goals and objectives were presented to the Commission at the June meeting and the budget is and may still be pending due to a reply of our request for a grant from the Hotel Tax Fund.

Public comment was taken.

The meeting was adjourned at 11:50 a.m. by President Immendorf.

Lorrae Rominger
Executive Director
July 23, 1992

Approved September 9, 1992
Lorrae Rominger

and County of San Francisco

San Francisco Film and Video
Arts Commission

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A G E N D A

Wednesday, September 9, 1992 - 2:00 p.m.

Meeting place: Veteran's Building, 401 Van Ness Avenue, Room 110B

1. Roll call
2. Review and approve minutes
3. Guest Speaker: Michelle Wright, Production Supervisor, Committed Pictures Inc.--"So I Married an Ax Murderer"
4. President's Report
5. Director's Report
6. Neighborhood Brochure
7. Subcommittees
8. Public Comment

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CITY AND COUNTY OF SAN FRANCISCO

FILM AND VIDEO ARTS COMMISSION

City Hall, Room 205
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NEXT REGULAR COMMISSION MEETING:

Wednesday, October 14, 1992 @ 2:00 p.m.
Veteran's Building, 401 Van Ness Avenue, Room 110B

MINUTES OF THE SEPTEMBER 9, 1992 REGULAR MEETING

The meeting of the Film & Video Arts Commission was held on Wednesday, September 9, 1992 at the Veteran's Building, 401 Van Ness Avenue, Room 110B, San Francisco.

MEMBERS PRESENT
Robert Hillman
George James
Gregory Kunin
Edward Powell
Nicholas Roomel
Ray Telles
David Yoder
Beverly Immendorf

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MEMBERS ABSENT
Debra Chasnoff
Leslie Farrell
James Yee

MINUTES
The meeting was called to order by President Immendorf at 2:10 p.m. The minutes of the July 8, 1992 meeting were approved by all Commissioners present.

GUEST SPEAKER

Michelle Wright, Production Supervisor for Committed Pictures, Inc. filming the feature "So I Married an Axe-Murderer" in San Francisco and being distributed by Tri-Star, spoke to the Commission about her experiences filming in San Francisco.

She sited the following five items as all contributing to a very positive experience:

1. An effective Film Commission office and staff which work in conjunction with the various City agencies and Mayor and has the authority to make decisions. (She felt that in some other states and cities where she has worked, the Film Commission did not have authority to make decisions.)
2. Strong union cooperation and crews, as good if not better, than any she has worked with.
3. Excellent police services and support from the department in providing additional security and parking.
4. The fact that all of the above work closely together and cooperate fully to make sure things run smoothly.
5. A respect from the community and the film industry for the various departments and city agencies which make filming in San Francisco possible.

She also stated the excellent technical crews available to film makers in San Francisco and the ease of making a feature here from beginning to end are both messages that need to be conveyed. She suggested that we continue working on developing business and community relationships within San Francisco to increase awareness of the importance of film making to our city.

Michelle began pre-production on this feature in San Francisco mid-May and will wrap mid-October. Post-production will be done at Sony Entertainment in Culver City due to a pre-arranged contract with the studio.

Due to the lack of a large sound stage, Committed Pictures converted a 25,000 square foot warehouse in Hunter's Point to be used as a stage. She stressed the addition of a sound stage in San Francisco and the one thing really missing for a film maker.

DIRECTOR'S REPORT

The Commission is planning a Halloween party on Wednesday, October 28 at the Paradise Lounge as a fundraiser. Commissioners Kunin and James will head the event as part of the Fundraising/Finance Sub-committee.

The neighborhood brochure was approved by all Commissioners present and will be printed in English by the next Commission meeting on October 14.

The Film & Video Arts Commission was given a grant from the Hotel Tax Fund in the amount of $35,000, up from the $22,000 last year. The attached budget for the 1992-1993 fiscal year was discussed and approved by all Commissioners present. It was suggested that we look at advertising in international film trade magazines by Commissioner Hillman. It was also suggested that I meet with the Convention & Visitor's Bureau regarding the new advertising campaign.
The attached goals for the 1992-1993 fiscal year were approved by all Commissioners present.

SUBCOMMITTEES
Preliminary agendas for all sub-committees were submitted to the Commission. All Commissioners received a list of interested parties wanting to participate on the sub-committees. It was decided and agreed by all Commissioners present that the two Commissioners heading up each sub-committee would be responsible for selecting the members of their respective sub-committees.

Each sub-committee will consist of not less that three (3), and not more than seven (7) members. This does not include the Commissioners. Each sub-committee will select a secretary who will be responsible for typing up the agendas and the minutes and sending them to the Director at the Film Commission office. Meetings of the sub-committees are open to the public and as such the agenda must be posted and the meeting held in a public place. All sub-committees are to be selected and a meeting held before the next Film Commission meeting on October 14, 1992.

Public comment was taken. Concern was expressed regarding minority employment on film crews. Time will be given at the next Commission meeting for members of the public to present their concerns.

The meeting was adjourned by President Immendorf at 4:00 p.m.

Lorrae Rominger
Executive Director
September 18, 1992

approved October 14, 1992
Lorrae Rominger

and County of San Francisco

San Francisco Film and Video
Arts Commission

B U D G E T

FISCAL YEAR JULY 1992 - JUNE 1993

EXPENDITURES	PERMIT FEES	HOTEL TAX
Trade Shows & Sales Calls - NATPE, Location Expo, Show Biz Expo, L. A. (8), N. Y. (1)	$ 10,000	$
Neighborhood Brochure		4,000
Design Advertising Campaign		5,000
Advertising Placement		22,000
Advertising - Direct Mail		4,000
San Francisco industry promo reel	4,000	
Brochure Update - Resource List	2,000	
Expand Photo Library	2,500	
Reception/FAM trip	5,000	
Promotional merchandise	1,500	
Dues & Subscriptions	1,000	
Telephone & Fax (purchase)	1,500	
Newsletter	1,000	
Miscellaneous	1,500	
TOTAL	$ 30,000	$ 35,000

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and County of San Francisco

San Francisco Film and Video
Arts Commission

1992-1993 PROPOSED MARKETING REPORT

GOALS AND PROJECTS

MISSION

To encourage production, create jobs and increase revenues generated within the film\video industry in San Francisco.

GOALS

1. To improve the capability of the film office to provide additional services, increased assistance and greater cooperation.

2. To interact with the local film/video industry to strengthen our base and create awareness of our resources.

3. To promote San Francisco as a conducive and cooperative film production market to create a new image and alter perceptions.

4. To develop and expand industry contacts and relationships to increase local and visiting productions.

5. To strengthen outreach within the community and neighborhoods to gain support for film production as an integral part of San Francisco's economy.

6. To individually, and jointly within the film/video industry, sponsor events to foster goodwill and raise funds.

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San Francisco Film and Video
Arts Commission

92

A G E N D A

Wednesday, October 14, 1992 - 2:00 p.m.

Meeting place: Veteran's Building, 401 Van Ness Avenue, Room 110B

1. Roll call
2. Review and approve mintues
3. Change November meeting date
4. Guest Speaker: Robert Hawk, Director Film Arts Festival and Exhibition Coordinator for the Film Arts Foundation
5. Director's Report
6. Sub-Committee Reports
7. Fundraising Event on October 28th
8. Public Comment

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CITY AND COUNTY OF SAN FRANCISCO

FILM AND VIDEO ARTS COMMISSION

City Hall, Room 205
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NEXT REGULAR COMMISSION MEETING:

Wednesday, December 9, 1992 @ 2:00 p.m.
Veteran's Building, 401 Van Ness Avenue, Room 110B

MINUTES OF THE OCTOBER 14, 1992 MEETING

The meeting of the Film & Video Arts Commission was held on Wednesday, October 14, 1992 at the Veteran's Building, 401 Van Ness Avenue, Room 110B, San Francisco.

MEMBERS PRESENT
Debra Chasnoff
Robert Hillmann
Beverly Immendorf
Gregory Kunin
Edward Powell
Nicholas Roomel
Ray Telles
James Yee
David Yoder

MEMBERS ABSENT
Leslie Farrell
George James

MINUTES
The meeting was called to order by President Immendorf at 2:10 p.m. The minutes of the September 9, 1992 meeting were approved by all Commissioners present.

NOVEMBER MEETING CANCELLED
Due to the next regular Commission meeting on November 11, 1992 falling on a legal holiday, Veteran's Day, the November meeting was cancelled since all Commissioners could not attend on an alternate day. The next regular meeting will be on Wednesday, December 9.

GUEST SPEAKER

Julie Mackaman, Development Director of the Film Arts Foundation, spoke to the Commission about the Film Arts Foundation, the organization, its membership, goals and objectives. One of the biggest events of the year put on by FAF is the Film Arts Festival, which will be held Wednesday, November 4 through Sunday, November 8 at San Francisco's Roxie Cinema. On the program are some 90 films and videos of all lengths and genres. Julie extended an invitation to all present to attend the festival and the opening reception on Wednesday, November 4.

DIRECTOR'S REPORT

1. Sales trip to Los Angeles September 23-26 - visited Disney, Warner Bros., and Sony/Columbia.
2. Neighborhood brochure is being printed and should be completed by the end of October.
3. New ad campaign is being designed and will be ready mid November. Ad will be placed in 6 film guides and 9 various trade publications.
4. Students are being interviewed for the intern positions to write the newsletter and expand the photo library.
5. Final figures for permits issued, hotel room nights, and production expenses generated through the film permits issued by this office for the first quarter of fiscal year July 92 through June 93 are as follows:

   July 92 - 33 permits, 873 room nights @ $50,915 plus $726,650 prod.exp. = $777,565
   Aug 92 - 39 permits, 987 room nights @ $58,585 plus $2,008,650 prod.exp. = $2,067,235
   Sept 92 - 28 permits, 932 room nights @ $115,265 plus $1,178,692 prod.exp. = $1,293,957
   Totals - 100 permits, 2,792 room nights @ $224,765 $4,138,757 production expenses

SUB-COMMITTEE REPORTS

It was approved by all Commissioners present that since the regular meeting of the Commission in November was cancelled, all sub-committees would select members and meet prior to the next regular meeting in December.

Government/Industry Relations - members are as follows: Rebecca Rhine (SAG, AFTRA); Glen Newland (Monaco Labs); Jack Block, Jeff Heller, Brad Wright (Colossal Studios); Robert Begley (Hotel Council); Jessie Knight (Chamber of Commerce). First meeting to be held in November.

New Technology/Education - first meeting was held on October 9 and next meeting is scheduled for November 5. Members still being selected.
Neighborhood/Community Relations - members still being selected. First meeting to be held in November.
Independent/Non-Profit Film & Video Production Concerns - members still be selected. First meeting to be held in November.
Finance/Fundraising - first meeting was held on October 8. Members still being selected. Next fundraising event to be held on Wednesday, October 28 at the Paradise Lounge from 7 to 10:00 pm. All Commissioners asked to attend and sell 10 tickets.

Public Comment was taken. Bryan Snelling of Bay Area Rentals notified all present of an industry function involving commercial production on November 12 from 5:30-8:30 pm. at the Majestic Hotel. Don Gold, representative for the local DGA, notified all present of a DGA industry mixer at Miss Pearl's Jam House on November 15 from 2:30 to 6:30 pm.

The meeting was adjourned by President Immendorf at 3:10 pm.

Lorrae Rominger
Executive Director
October 16, 1992

approved
December 9th, 1992
Lorrae Rominger
per amendment on December 9th minutes

ty and County of San Francisco

San Francisco Film and Video
Arts Commission

Lorrae Rominger
Executive Director

/92

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A G E N D A

Wednesday, December 9, 1992 - 2:00 p.m.

Meeting Place: Veteran's Building, 401 Van Ness Avenue, Room 110B

1. Roll call

2. Review and approve minutes

3. President's report

4. Director's report

5. Sub-committee reports
   a. Industry/Government Relations
   b. New Technology/Education
   c. Independent Film & Video Production Concerns
   d. Neighborhood/Community Relations
   e. Finance/Fundraising

6. Discussion of the Academy of Motion Picture Arts and Sciences cancellation of Documentary Short and Live-Action Short films, Commissioner Yee

7. Public Comment

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San Francisco Film and Video
Arts Commission

Lorrae Rominger
Executive Director

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FILM & VIDEO ARTS COMMISSION

City Hall, Room 205
San Francisco, CA 94102
(415) 554-6244/6144

NEXT REGULAR COMMISSION MEETING:

Wednesday, January 13, 1993
Veteran's Building, 401 Van Ness Avenue, Room 110B

MINUTES OF THE DECEMBER 9, 1992 MEETING

The meeting of the Film & Video Arts Commission was held on Wednesday, December 9, 1992 at the Veteran's Building, 401 Van Ness Avenue, Room 110B, San Francisco.

MEMBERS PRESENT
Debra Chasnoff
Robert Hillman
Beverly Immendorf
George James
Gregory Kunin
Nicholas Roomel
James Yee
David Yoder

MEMBERS ABSENT
Leslie Farrell
Edward Powell
Ray Telles

MINUTES
The meeting was called to order by President Immendorf at 2:05 p.m. The minutes of the October 14, 1992 meeting where approved with the following amendment: Total permits, room nights and production expenses listed in the Director's report include all productions filmed in San Francisco for the first quarter of the 1992-1993 fiscal year (July through September) except the two feature films, "Fearless" and "So I Married an Axe-Murderer."

PRESIDENT'S REPORT

President Immendorf stated that according to the Brown Act and Robert's Rules of Orders, all Commissioners must contact the film office when they will miss a regular commission meeting and when they leave the state. There are no exceptions.

It was suggested that any agenda items to be discussed in the regular commission meeting from the sub-committee meetings, must be in the film office no later than ten days (10) prior to the regular commission meeting in order to be distributed to the Commissioners. It was moved and approved by all Commissioners present that we would work within these parameters in order to bring agenda items before the full commission in an orderly manner.

DIRECTOR'S REPORT

1. Ad placement for the month of October and November consisted of cover of "Video Systems," cover of "Film & Video," articles in "Millimeter," "Cue Magazine," "AdWeek," and "Hollywood Reporter." A special edition of the "Hollywood Reporter" in December will feature production in California, with an emphasis on San Francisco.

2. Film office is in the process of developing a more defined local expense sheet to determine actual monies spent by production companies filming in San Francisco.

3. To further develop and expand the responsibilities and services of the film office, support staff of some kind is imperative. Beginning in January, our office will have a total of four interns, two for office support staff, one to do the newsletter and one to extend the photo library. However, interns do not take the place of consistent, day-to-day help. We will try this approach for the next three months and see how it works out.

It was suggested by Commissioner Kunin that we upgrade our phone message system to alleviate the need for so many return calls.

4. I was in Los Angeles November 30 through December 2 and met with studio executives at Universal regarding "Heart and Souls", at 20th Century Fox regarding "Mrs. Doubtfire", and at Paramount regarding "Intersection."

5. Two features are now filming in San Francisco, "Joy Luck Club" and "Golden Gate."

6. The film office will participate in the NATPE convention from January 26 through 28 at Moscone Center with San Jose, Santa Cruz and Monterey.

7. The printed neighborhood brochures where passed out to all Commissioners.

SUB-COMMITTEE REPORTS

INDUSTRY/GOVERNMENT RELATIONS - Commissioner Yoder reported that meetings where held on November 4 and December 3. One of the top priorities is to investigate the possibilities of developing a large sound stage in San Francisco. The pros and cons of a multi-purpose facility versus a single purpose facility, were and are still being discussed. Members of the group attended a Waterfront Advisory Committee meeting and formerly indicated our desire to investigate Port of San Francisco owned facilities for such use. Our immediate intention is to locate existing structures which can be utilized as a sound stage. A tour to visit potential buildings on Port property is being planned for later in the month. Basically we are looking for a minimum of 10,000 sq.ft. with 30' ceilings and ample parking.

NEW TECHNOLOGY/EDUCATION - Commission Hillman stated that the time is right for the development of a multi-media/interactive network industry here in San Francisco due to the creative talent, the proximity of Silicon Valley, the film & video industry and the cooperation of the business community. It was agreed to by all Commissioners present that the commission would send a letter to the Board of Supervisors supporting the establishment of a multi-media center in San Francisco.

INDEPENDENT FILM & VIDEO CONCERNS - Commissioner Yee stated that the primary concern of the first meeting was to discuss issues, interests and concerns of independent makers who are working outside or on the periphery of larger commercial productions.

It is the intention of the subcommittee to address problems concerning independent film making in San Francisco, what keeps film makers from working here, employment issues and how to get involved in other aspects of the industry. One idea is to address these concerns in a public forum or gathering, targeted toward the independent producing community.

NEIGHBORHOOD/COMMUNITY RELATIONS - Commissioner Roomel reported on the first meeting held in November. The goals are to work with the neighborhoods and merchants in various areas of the City to provide assistance and support for film productions, to establish relationships with neighborhood representatives and provide information to neighborhood publications regarding the importance of filming to the community.

FINANCE/FUNDRAISING - Commissioner Kunin reported on the Halloween party at the Paradise Lounge. Approximately $2,100 was raised for the Commission. Our next event will be in March or April with an advance screening of "So I Married An Axe-Murderer".

DISCUSSION OF THE ACADEMY'S CANCELLATION OF DOCUMENTARY SHORT AND LIVE-ACTION SHORT FILMS

Commissioner Yee expressed his concern over the cancellation of short and live-action documentary films from the Academy's awards. It was moved and approved by all Commissioners present that the Film & Video Arts Commission would write a letter to the Academy in support of the continuation of the awards in these categories. The Independent Film & Video Production Sub-committee will submit a preliminary letter at the January meeting of the regular Commission for approval.

Public comment was taken.

The meeting was adjourned at 3:25 p.m. by President Immendorf.

Lorrae Rominger
Executive Director
December 15, 1992

approved 2/10/93
Lorrae Rominger

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San Francisco Film and Video
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Agenda

Due to out of town commitments the regularly scheduled meeting of the San Francisco Film and Video Arts Commission set for January 13, 1993 has been cancelled.

The next meeting will be Wednesday February 10, 1993 - 2:00 p.m.
401 Van Ness Ave., Room 110B, San Francisco

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A G E N D A

Wednesday, February 10, 1993 - 2:00 p.m.

Meeting Place: Veteran's Building, 401 Van Ness Avenue, Room 110B

1. Roll Call
2. Review and approve minutes
3. Guest speaker - Tim Boyle, Multimedia Marketing Consultant, "Development of Multimedia/Interactive Industry"
4. President's report
5. Director's report
6. Administrator's report
7. Sub-committee reports
   a. Industry/Government Relations
   b. New Technology/Education
   c. Independent Film & Video Production Concerns
   d. Neighborhood/Community Relations
   e. Finance/Fundraising
8. Review of letter submitted by Commissioner Yee to the Academy of Motion Picture Arts and Sciences.
9. New business
10. Public comment

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San Francisco Film and Video Arts Commission

Lorrae Rominger
Executive Director

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FILM & VIDEO ARTS COMMISSION

City Hall, Room 205
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NEXT REGULAR COMMISSION MEETING:
Wednesday, March 10, 1993 @ 2:00 p.m.
Veteran's Building, 401 Van Ness Avenue, Room 110B

MINUTES OF THE FEBRUARY 10, 1993 MEETING

The meeting of the Film & Video Arts Commission was held on Wednesday, February 10, 1993 at the Veteran's Building, 401 Van Ness Avenue, Room 110B, San Francisco.

MEMBERS PRESENT
Debra Chasnoff
Robert Hillman
Beverly Immendorf
George James
Gregory Kunin
Edward Powell
Nicholas Roomel
Ray Telles
David Yoder

MEMBERS ABSENT
Leslie Farrell
James Yee

MINUTES
The meeting was called to order by President Immendorf at 2:10 p.m. The minutes of the December 9, 1992 meeting were approved.

GUEST SPEAKER
Tim Boyle, Marketing Consultant for the San Francisco Multimedia Development Group, spoke to the Commission regarding the development and progress of the multimedia industry in the San Francisco Bay Area. This trade association has been formed to recruit corporate donations for the creation of their marketing plan. This plan will be geared to foster the growth and promotion of the industry, find work for the creators and educate the public to the industry. The multimedia industry is estimated to bring $31 billion into the local economy by the year 1996.

PRESIDENT'S REPORT
President Immendorf informed the Commission that Commissioner Leslie Farrell would return from working in Boston for the March 1993 meeting.

DIRECTOR'S REPORT
Lorrae Rominger discussed the items listed below.
1. Monaco Labs made a $2,000 donation to the Commission for the marketing and promotion of the City as a film location. Thank you to Monaco Labs for their gift to the City.
2. The San Francisco Film & Video Arts Commission attended the NATPE convention held at Moscone Center from January 26 through January 28. The booth was shared with San Jose, Santa Cruz and Monterey/Carmel. Also in the booth was Beth Kennedy, Los Angeles City Film Commission Director and Patty Archuletta, California State Film Commission Director. The convention was attended by television program executives and television network executives.
3. We will also attend Location Expo to be held in Santa Monica February 27 through March 1 and will share a booth with San Jose and Oakland. This convention will be attended by location supervisors and producers.
4. Four interns work at present in the Film Office, two on a day-to-day basis helping with office work, one putting together the Commission newsletter, and one expanding the photo libarary.
5. The new list of hotels working with our office to offer production companies discount rates while they are filming in San Francisco was handed out. There are to date seventy (70) hotels on the list.
6. "Golden Gate" and "The Joy Luck Club" have completed filming in San Francisco. "Being Human" and "Heart and Souls" are filming at present and "Mrs. Doubtfire" begins filming in March.
7. I have been asked by the San Francisco Film Tape Council to sit on the board of Director's for the organization which I have agreed to do.

ADMINISTRATOR'S REPORT
Robin Eickman handed out and explained the booklet regarding "Rights Under the Americans with Disabilities Act" in programs, activities, services and employment which the film office is required to send out with all minutes and agendas. All meetings of the Commission must be held at locations which are accessible to persons with disabilities (including those using wheelchairs).

SUB-COMMITTEE REPORTS

A. INDUSTRY/GOVERNMENT RELATIONS

Commissioner Powell reported that the Commission had toured Port property and the old KQED building. At present, a 100,000 square foot warehouse in Richmond is being used by film companies as a sound stage and the possible development of a stage in Oakland called Golden Gate Studios was noted.

B. NEW TECHNOLOGY/EDUCATION

Commissioner Hillman stated that he and Commissioner Telles are attending meetings of the San Francisco Multimedia Development Group and offices for the group have been set up at KQED. It is the hope of this sub-committee that a big screen theatre be included within the Yerba Buena Center for the Arts.

C. INDEPENDENT FILM & VIDEO PRODUCTION CONCERNS

Commissioner Chasnoff submitted a proposal for a Commission sponsored information forum regarding independent producers working with the unions (IATSE, SAG, DGA, Teamsters) and with facilities and rental houses. It was approved by the Commission to move forward with the idea and a detailed plan to be submitted at the March meeting for further discussion.

D. NEIGHBORHOOD/COMMUNITY RELATIONS

Commissioner Roomel reported that the sub-committee would be working with communities by attending neighborhood association meetings and submitting articles for publication in neighborhood newspapers to foster goodwill between the neighborhoods and the film industry. It was approved by the Commission to submit in writing, along with the Caring Committee of the Screen Actors Guild, our support for the establishment of a video library for the children and adults of the AIDS Wards of San Francisco General Hospital.

E. FINANCE/FUDRAISING

Commissioner Kunin stated that we had been approached by the Guardsmen to participate in a fundraising event in April to help raise money for their children's charities with the screening of a feature film. Half the proceeds of tickets sold by the Commission would go to the Commission and the other half to the Guardsmen. It was agreed that when the date, time and film had been set for the event, the Commission would then make a decision to participate.

ACADEMY OF MOTION PICTURE ARTS & SCIENCES

The letter submitted by Commissioner Yee regarding the Academy's proposed elimination of documentary short and live action categories was approved by the Commission and will be sent to the Academy. The letter will also be distributed by Lorrae Rominger at Location Expo in Los Angeles to other film commissions to enlist their support in writing letters to the Academy as well.

NEW BUSINESS

Susan Hoffman, the Executive Director of the California Confederation of the Arts, spoke to the Commission regarding the Governor's initial proposal to privatize the California Arts Council. Several San Francisco based organizations receive funding through the program and it was agreed by the Commission to write a letter asking the Governor to reconsider his proposal and to continue funding the CAC. The Film & Video Arts Commission will work in conjunction with the San Francisco Arts Commission in their response.

Public comment was taken.

The meeting was adjourned by President Immendorf at 4:10 p.m.

Lorrae Rominger

Lorrae Rominger
Executive Director
February 19, 1993

approved March 10, 1993

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San Francisco Film and Video
Arts Commission

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A G E N D A

Wednesday, March 10, 1993 - 2:00 p.m.

Meeting Place: Veteran's Building, 401 Van Ness Avenue, Room 110B

1. Roll call
2. Review and approve minutes
3. President's report
4. Director's report
5. Administrator's report
6. Sub-committee reports
7. New business
8. Public comment

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Lorrae Rominger
Executive Director

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NEXT REGULAR COMMISSION MEETING:
Wednesday, April 14, 1993 @ 2:00 p.m.
Veteran's Building, 401 Van Ness Avenue, Room 110B

MINUTES OF THE MARCH 10, 1993 MEETING

The meeting of the Film & Video Arts Commission was held on Wednesday, March 10, 1993 at the Veteran's Building, 401 Van Ness Avenue, Room 110B, San Francisco.

MEMBERS PRESENT
Debra Chasnoff
Beverly Immendorf
Gregory Kunin
Edward Powell
Nicholas Roomel
David Yoder
James Yee

MEMBERS ABSENT
Leslie Farrell
Robert Hillman
George James
Ray Telles

MINUTES
The meeting was called to order by President Immendorf at 2:10 p.m. The minutes of the February 10, 1993 meeting were approved.

PRESIDENT'S REPORT
President Immendorf reported on the success of the Irish Film Festival held at the Kabuki and Opera Plaza Theaters from February 25 through February 28. This was the first festival, under the direction of Grania Flanagan, which highlighted film's of Irish origin produced and or directed by Irish film makers.

DIRECTOR'S REPORT

The following items were discussed by Lorrae Rominger:

1. Attendance at Location Expo 93 in Santa Monica. Shared booth with San Jose and Oakland. Over 190 commissions from around the world represented at three day convention. Reported to be the largest and most successful Location Expo to date.
2. Planning to attend ShoBix Expo in Los Angeles June 5 through June 7. Due to the high expense of a booth, am still deciding if I will attend or be an exhibitor.
3. The features "Being Human" from Warner Bros. and "Heart & Souls" from Universal have booth completed filming in San Francisco as well as "So I Married and Axe-Murderer" which returned to the city to reshoot for two weeks. "Mrs. Doubtfire" from 20th Century Fox begins principal photography on March 22. Two additional features from Walt Disney's Touchstone Pictures, "Significant Other" and "Sister Act II", have made tentative plans to shoot in San Francisco within the next few months.
4. The closure of the Stockton Tunnel for the filming of "Heart & Souls", two days for construction and three nights for actual filming, received positive press from all the major television stations in the city. This particular shot was organized with the help of several city departments and the police and took place with only two noted complaints.
5. The letter to the Academy of Arts & Sciences from the Commission requesting the continuance of short and live action documentaries as part of the awards was passed out as well as the response from one of the members of the Board of Governors, Saul Bass. I passed the letter out to 30 commissioners at Location Expo, all of the counties represented from California as well as several other large city commissions from around the country, asking that they support the continuance and write a letter to the Academy.
6. I will be attending a meeting in Los Angeles with Patty Archuletta, director of the State Film Commission, Beth Kennedy, director of the Los Angeles Film Commission, and Wally Schlotter, director of the San Diego Film Commission, to talk about a proposed guide for on-location filming to list parameters for production companies and property owners.

ADMINISTRATOR'S REPORT

Robin Eickman reported on the Commission's request for a letter supporting the continuance of the California Arts Council's funding through the state. After speaking with Susan Hoffman, who addressed the Film Commission on behalf of the California Arts Council, and Margaret Kisliuk, the Mayor's representative in Sacramento, it was agreed that following their meetings in Sacramento on this issue, the Film & Video Arts Commission would respond according to their request.

SUB-COMMITTEE REPORTS

GOVERNMENT/INDUSTRY RELATIONS - Features filming in San Francisco are using open warehouse space of 100,000 sq.ft. in Richmond. Committee to continue looking for space in San Francisco, meeting to be announced.
INDEPENDENT FILM & VIDEO PRODUCTION CONCERNS - Moving forward with workshop for independent film makers, union representatives, facility and equipment rental houses. Planning for sometime in June. Next meeting Tuesday, March 23 at Monaco Lab.
FUNDRAISING/FINANCE - No events scheduled at this time. Still working on film screening with the Guardsmen.
COMMUNITY/NEIGHBORHOOD RELATIONS - Working on the AIDS video library for San Francisco General Hospital. To date over 150 films in library. Meeting end of the month.
NEW TECHNOLOGY/EDUCATION - both Commissioners absent.

NEW BUSINESS

Commissioner Yoder reported on the proposal with Golden Harvest Productions in Hong Kong regarding the shooting of three films in San Francisco with Jackie Chan. This took place during the Mayor's trip to Asia in February, in which David took part. Letter was sent to Barbie Tung Win Sze of Golden Harvest Productions to initiate meeting with their representative.

Commissioner Yee stated that the Asian Film Festival would begin Thursday, March 11 and run for eight days at the Kabuki Theater.

Public comment was taken.

The meeting was adjourned by President Immendorf at 2:35 p.m.

Lorae Romanger
approved April 14, 1993

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A G E N D A

Wednesday, April 14, 1993 - 2:00 p.m.

Meeting Place: Veteran's Building, 401 Van Ness Avenue, Room 110B

1. Roll call
2. Review and approve minutes
3. President's report
4. Director's report
   a. Acceptance of gift to Commission
5. Sub-committee reports
6. Public comment

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San Francisco Film and Video Arts Commission

Lorrae Rominger
Executive Director

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FILM & VIDEO ARTS COMMISSION

City Hall, Room 205
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NEXT REGULAR COMMISSION MEETING:
Wednesday, May 12, 1993 @ 2:00 p.m.
Veteran's Building, 401 Van Ness Avenue, Room 110B

MINUTES OF THE APRIL 14, 1993 MEETING

The meeting of the Film & Video Arts Commission was held on Wednesday, April 14, 1993 at the Veteran's Building, 401 Van Ness Avenue, Room 110B, San Francisco.

MEMBERS PRESENT
Debra Chasnoff
Robert Hillman
Beverly Immendorf
George James
Gregory Kunin
Edward Powell
Nicholas Roomel
Ray Telles
David Yoder

MEMBERS ABSENT
Leslie Farrell
James Yee

MINUTES
The meeting was called to order by President Immendorf at 2:05 p.m. The minutes of the March 10, 1993 meeting were approved.

PRESIDENT'S REPORT
President Immendorf stated that Commissioner Farrell would know by May if she was returning to San Francisco or remaining in Boston. A decision regarding her membership on the Commission will be determined at that time.
Elections of officers will be held at the May meeting of the Commission.

DIRECTOR'S REPORT

Lorrae Rominger discussed the following items:

1. Sales trip to New York the last week in April to visit production companies and commercial companies.
2. Sales trip to Los Angeles in May to visit production companies.
3. ShowBix Expo to be held in Los Angeles June 5-7. San Francisco will attend and share a booth with other California commissioners.
4. Stock certificate donated to Film Commission by private donor. Voted by unanimous vote to sell certificate and deposit funds in film commission account. Money from donation will be used to cover costs of reception honoring the winners of the 1993 Golden Gate Awards as part of the San Francisco International Film Festival.
5. Press release was passed out regarding local filmmakers who have won Academy Awards.
6. Intern from City College still working on film commission newsletter and mailing lists for office.
7. Working on securing screening of "So I Married an Axe-Murderer" and "Fearless".
8. San Francisco International Film Festival opens April 29 at the Kabuki Theater and runs through May 13. Festivities during the festival include Monday, May 3, Piper Heidsieck Award to Danny Glover; Saturday, May 8, Satyajit Ray Award to Sally Potter; Tuesday, May 11, Golden Gate Awards and reception prior to awards hosted by the International Film Festival and the Film & Video Arts Commission; Thursday, May 13 closing night with Kenneth Branagh.
9. In the final stages of gathering tape and interviews for our film location promo reel.
10. Total revenue generated from January through March 1993 is $8,330,951. A total of 93 permits were issued which is a 30% increase over the same period last year.

SUB-COMMITTEE REPORTS

Government/Industry Relations - no meeting held. Commissioner Hillman raised the issue of the base closures and available space which may be appropriate for a sound stage or production center.

Community/Neighbor Relations - no meeting held, planning one next month.

Finance/Fundraising - no meeting held. Committee asked to work with Commissioner Chasnoff and Yee on event on June 12.

New Technology/Education- no meeting held. Commissioner Hillman attended multimedia convention in San Jose.

Independent Film & Video Production - held meetings on March 23 and April 7. Next meeting planned for April 28. Moving forward with Independent Filmmakers Symposium on Saturday, June 12 from 1:00 to 5:00 p.m. To be held at the Pacific Bell Yerba Buena Vista Center at 370 Third Street. Budget approved for event by Commission of $600.00 Continue to work on format, panel, speakers, moderator, etc. Prefer wine and cheese social following event and need to work on caterers and donation of wine.

Commissioner James reported that on his trip to Asia with the Mayor, he had the opportunity to visit the Imax Theater in Seoul, Korea and view Commissioner Hillman's film.

Public comment was taken.

With no additional business, the meeting was adjourned by President Immendorf at 2:45 p.m.

Lorrae Rominger
Executive Director
April 21, 1993

approved May 12, 1993
Lorrae Rominger

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Arts Commission

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A G E N D A

Wednesday, May 12, 1993 - 2:00 p.m.

Meeting Place: Veteran's Building, 401 Van Ness Avenue, Room 110B

1. Roll call
2. Review and approve minutes
3. President's report
4. Director's report
5. Election of officers
6. Sub-committee reports
7. Public comment

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Arts Commission

Lorrae Rominger
Executive Director

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FILM AND VIDEO ARTS COMMISSION

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NEXT REGULAR COMMISSION MEETING:
Wednesday, June 9, 1993 @ 2:00 p.m.
Veteran's Building, 401 Van Ness Avenue, Room 110B

MINUTES OF THE MAY 12, 1993 MEETING

The meeting of the Film & Video Arts Commission was held on Wednesday, May 12, 1993 at the Veteran's Building, 401 Van Ness Avenue, Room 110B, San Francisco.

MEMBERS PRESENT
Debra Chasnoff
Robert Hillman
Beverly Immendorf
George James
Gregory Kunin
Edward Powell
Nicholas Roomel
Ray Telles
James Yee
David Yoder

MEMBERS ABSENT
Leslie Farrell

MINUTES
The meeting was called to order by President Immendorf at 2:10 p.m. The minutes of the April 14, 1993 meeting were approved.

PRESIDENT'S REPORT
President Immendorf reported that Commissioner Farrell would know the status of her job in Boston by the end of June.

DIRECTOR'S REPORT

Lorrae Rominger discussed the following items:
1. Commissioner Ray Telles is resigning to take a position as a producer at ABC in New York. Mr. Peter Scarlet has been appointed by the Mayor as the new commissioner and he will be sworn in on Friday, May 14, 1993.
2. Sales trip to New York the last week of April. Met with over 20 production executives to discuss commercial filming in San Francisco.
3. Over 300 people attended the reception honoring the winners of the 1993 Golden Gate Awards at the Stanford Court on May 11. This event was sponsored by the commission and the Film Society.
4. I will be in Los Angeles from June 2 through June 7 attending ShoBix Expo at the Los Angeles Convention Center.
5. Submission of goals and budget to the Grants for the Arts for a grant for the next fiscal year by the end of the month. Budget will be up for approval at the June meeting.
6. Looking at reprinting the commission brochure. 5,000 copies cost $25,000.00
7. August 3rd commission will be hosting the Northern California benefit premiere of "So I Married an Axe-Murderer".

ELECTION OF OFFICERS
Beverly Immendorf and David Yoder were re-elected for President and Vice President of the Film & Video Arts Commission and were unanimously approved for another term.

SUBCOMMITTEE REPORTS
Government/Industry Relations - Commissioner Powell reported that they had visited two buildings on Presidio property, the hangers on the westend of Crissy Fields and the Commissary. Both structures would be suitable for a sound stage facility. It was decided that the Executive Director would write a letter to Mr. Brian O'Neill, Superintendent of the GGNRA and express the commission's interest in pursuing a sound stage facility.
Finance/Fundraising - Will not be doing an event with the Guardsman due to their difficulty getting a movie from a studio.
Community/Neighborhood Relations - no meeting this month. Working on video film library with SAG/AFTRA office for aids patients at San Francisco General Hospital.
New Technolgy/Education - Commissioner Hillman reported that he attended an event at Francis Coppola's studio regarding the new technologies and the advancement of the industry relating to the making of feature films. Commissioner Scarlet will be asked to sit on this sub-committee with Commissioner Hillman.

Independent Film & Video Production Concerns - The symposium for launching a feature film in San Francisco will take place on Saturday, June 12 at the Pacific Bell Yerba Buena Media Center, 370 Third Street, San Francisco. Members of the unions, facility houses, and independent producers will attend to answer questions and promote the making of low budget independent films in San Francisco. The event will include two moderators and will be from 1:00 to 5:00 pm followed by a reception.

Public comment was taken.

The meeting was adjourned by President Immendorf at 2:50 p.m.

Lorrae Rominger
Executive Director
May 19, 1993

approved June 9 1993
Lorrae Rominger

y and County of San Francisco

San Francisco Film and Video
Arts Commission

/93

A G E N D A

Wednesday, June 9, 1993 - 2:00 p.m.

Meeting Place: Veteran's Building, 401 Van Ness Avenue, Room 110B

1. Roll call
2. Review and approve minutes
3. President's report
4. Director's report
   A. Benefit premiere on August 3
5. Budget approval for fiscal year 1993-1994
6. Independent symposium on June 12
7. Public comment

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LAUNCHING A FEATURE FILM IN SAN FRANCISCO

A Symposium for Low-Budget Feature Film Producers focusing on creative collaboration with local unions and facility houses

SATURDAY, June 12th, 1:00 to 5:00p.m.
Pacific Bell Yerba Buena Media Center
370 Third Street, San Francisco

Panelists:

Union Representatives:

Ed Powell & Rod McLeod–IATSE
Chuck Mack–Teamsters
Rebecca Rhine & Celeste Pelc–SAG/AFTRA
Don Gold–DGA

Independent Producers:

Wayne Wang ("Joy Luck Club")
Michael Chu ("Alan & Eric")
Tana Alexander ("This Family Notion")

Representatives from:

Adolph Gasser
Snazelle Films
Saul Zaentz Film Center
Monaco Labs
Hammond Martin & Lamb Insurance

Moderators:

Susan O'Connell
Steve Talbot

Bring all those questions you've always wanted to ask about making your feature film in San Francisco

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Reception immediately following symposium
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San Francisco Film and Video Arts Commission

Lorrae Rominger
Executive Director

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CITY AND COUNTY OF SAN FRANCISCO

FILM AND VIDEO ARTS COMMISSION

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(415) 554-6244/6144

NEXT REGULAR COMMISSION MEETING:
Wednesday, July 14, 1993 @ 2:00 p.m.
Veteran's Building, 401 Van Ness Avenue, Room 110B

MINUTES OF THE JUNE 9, 1993 MEETING

The meeting of the Film & Video Arts Commiossion was held on Wednesday, June 9, 1993 at the Veteran's Building, 401 Van Ness Avenue, Room 110B, San Francisco.

MEMBERS PRESENT
Debra Chasnoff
Robert Hillman
Beverly Immendorf
George James
Gregory Kunin
Edward Powell
Nicholas Roomel
Peter Scarlet
James Yee

MEMBERS ABSENT
Leslie Farrell
David Yoder

MINUTES
The meeting was called to order by President Immendorf at 2:05 p.m. The minutes of the May 12, 1993 meeting were approved.

PRESIDENT'S REPORT
President Immendorf announced that some of the sub-committees would be rearranged for the next few months due to changes within the commission members:

1. Industry/Government - Edward Powell
2. New Technology/Education - Robert Hillman, Peter Scarlet, Edward Powell (as needed)
3. Neighborhood/Community Relations - Nicholas Roomel, David Yoder, Beverly Immendorf (as needed)
4. Fundraising/Finance - Gregory Kunin, George James, Beverly Immendorf (as needed)

DIRECTOR'S REPORT

Lorrae Rominger discussed the following items:

1. Attended ShowBix Expo at the Los Angeles Convention Center June 5th through June 7th. Shared booth with other California Film Commissioners. Booth was paid for by joint marketing money from the state office.
2. Met with Donna Manders of United Airlines. United Airlines has agreed to give the San Francisco Film Commission 20 round-trip tickets from Los Angeles to San Francisco to bring producers to San Francisco in September for a FAM weekend. Rooms have also been donated through the Mandarin Oriental.
3. AICP will hold MOMA Show at the Palace of Fine Arts on July 22, 1993. Tickets are $25.00
4. Continuing to work on the promo reel and newsletter for the film office.
5. Request submitted to Kary Schulman, Grants for the Arts, for $50,000 grant for the film office.
6. Northern California premiere of "So I Married an Axe-Murderer" to be sponsored by the Film Commission and Tri-Star pictures. To be held on Tuesday, August 3 at the Regency Theater. More information to follow pending appearance by Michael Myers and/or Nancy Travis, the stars of the film. Reception to be held prior to event in Scottish Rite Board Room above the theater. President Immendorf asked all members of Commission to sell a minimum of 20 tickets.

ADMINISTRATOR'S REPORT

Robin Eickman reported on the feature productions in San Francisco:

1. Mrs. Doubtfire - 20th Century Fox, will wrap end of June.
2. Tales of the City - American Playhouse/PBS and Polygram Films production in association with Channel 4 in London. Filming end of May through June 20.
2. Sister Act II - Touchstone Pictures, filming June 21 through June 26.
3. Significant Other - Touchstone Pictures, filming July 15 through July 30.
4. Getting Even with Dad - MGM, begins filming mid-July and continues for three months.

1993-1994 BUDGET

The submitted budget of $32,000 was approved as proposed by all commissioners, as was the budget submitted to Kary Schulman for the grant from Grants for the Arts for $50,000. However, should the film office receive a grant for less than $50,000, a revised budget will be submitted to the commission at the next meeting for approval.

FILM SYMPOSIUM ON JUNE 12

Commissioners Chasnoff and Yee reported that the arrangements for the film symposium, "Launching A Feature Film In San Francisco", to be held on Saturday, June 12, 1993, had been finalized. All panelists and participants have confirmed, and food and liquor for the reception following the event secured. The symposium will be held at the Pacific Bell Yerba Buena Media Center at 370 Third Street in San Francisco.

Public comment was taken.

The meeting was adjourned at 3:30 p.m. by President Immendorf.

Lorrae Rominger
Executive Director
June 18, 1993

Approved July 14, 1993
Lorrae Rominger

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San Francisco Film and Video Arts Commission

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A G E N D A

Wednesday, July 14, 1993 - 2:00 p.m.

Meeting Place: Veteran's Building, 401 Van Ness Avenue, Room 110B

1. Roll call
2. Review and approve minutes
3. President's report
   a. Commission appointments
4. Director's report
   a. Benefit premiere on July 27
5. Sub-committee updates
6. Public comment

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San Francisco Film and Video Arts Commission

Lorrae Rominger
Executive Director

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FILM AND VIDEO ARTS COMMISSION

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NEXT REGULAR COMMISSION MEETING:
Wednesday, August 11, 1993 @ 2:00 p.m.
Veteran's Building, 401 Van Ness Avenue, Room 110B

MINUTES OF THE JULY 14, 1993 MEETING

The meeting of the Film & Video Arts Commission was held on Wednesday, July 14, 1993 at the Veteran's Building, 401 Van Ness Avenue, Room 110B, San Francisco,

MEMBERS PRESENT
Debra Chasnoff
Robert Hillmann
Beverly Immendorf
George James
Gregory Kunin
Nicholas Roomel
Peter Scarlet
James Yee
David Yoder

MEMBERS ABSENT
Leslie Farrell
Edward Powell

MINUTES
The meeting was called to order by President Immendorf at 2:10 p.m. The minutes of the June 9, 1993 meeting were approved.

PRESDIENT'S REPORT
President Immendorf reported that Commissioner Farrell and Commissioner Yee had resigned from the commission. Leslie Farrell will stay in Boston to work on a documentary and James Yee will be heading up ITVS based in St. Paul.
The premiere on July 27th was discussed. President Immendorf asked that all commissioners fax a copy of their invite list to the film office by Friday, July 16.

SUBCOMMITTEE REPORTS

1. Independent Film & Video Production Concerns - Commissioner Chasnoff reported on the symposium held on June 12. Over 200 people were in attendance. The response was very positive and people felt the day was informative and helpful. It is hoped that the commission will continue with this kind of event.

2. Finance/Fundraising - The Northern California benefit premiere of "So I Married An Axe Murderer" will be held on Tuesday, July 27, 1993 at the Palace of Fine Arts. The champagne reception will begin at 6:00 p.m. and the premiere will start at 7:30 p.m. All liquor has been donated and Tristar will be paying for the rental of the theater. All commissioners have been asked to sell a minimum of 20 tickets.

DIRECTOR'S REPORT

Lorrae Rominger reported that the commission has been approached by Laurie Tanner to co-sponsor a brochure promoting the various film festivals held in the San Francisco Bay Area. In order to obtain funds and donations, Ms. Tanner would like to act as a representative of the commission. Although the idea was well received by the commission, there is question whether the commission can be represented by anyone other than staff members or appointed commissioners. The director will speak with the city attorney and report back at the next commission meeting. It may be appropriate for the commission to rereview their guidelines for supporting endeavors of other organizations.

Public comment was taken.

The meeting was adjourned by President Immendorf at 2:50 p.m.

Approved 9/29/93
Lorrae Rominger
Executive Director

City and County of San Francisco

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San Francisco Film and Video
Arts Commission

Lorrae Rominger
Executive Director

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A G E N D A

Wednesday, August 11, 1993 - 2:00 p.m.

Meeting Place: Veteran's Building, 401 Van Ness Avenue, Room 110B

PLEASE NOTE THAT THE MEETING SCHEDULED FOR THE ABOVE DATE AND TIME HAS BEEN CANCELLED DUE TO THE LACK OF A QUORUM. THE NEXT REGULAR MEETING WILL BE WEDNESDAY, SEPTEMBER, 8, 1993

CITY HALL, ROOM 200, SAN FRANCISCO, CA 94102, TEL. (415) 554-6244 • FAX (415) 554-6160

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A G E N D A

The September 8th and October 13th meetings of the San Francisco Film and Video Arts Commission have been merged. The next meeting of the Commission will be:

Wednesday, September 29th, 1993 at 2:00 p.m.

Meeting Place: Veteran's Building, 401 Van Ness Avenue, Room 110B

1. Roll Call
2. Review and Approve Minutes
3. President's Report
4. Director's Report
5. Commission Appointments
6. Sub-Committee Reassignments
7. Public Comment

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City and County of San Francisco

San Francisco Film and Video Arts Commission

Lorrae Rominger
Executive Director

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FILM AND VIDEO ARTS COMMISSION

City Hall, Room 200
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NEXT REGULAR COMMISSION MEETING:
Wednesday, November 10, 1993 @ 2:00 p.m.
Veteran's Building, 401 Van Ness Avenue, Room 110B

MINUTES OF THE SEPTEMBER 29, 1993

The meeting of the Film & Video Arts Commission was held on Wednesday, September 29, 1993 at the Veteran's Building, 401 Van Ness Avenue, Room 110B, San Francisco. This meeting was a combined meeting for the months of September and October.

MEMBERS PRESENT
Joyce Corrigan
Robert Hillman
Beverly Immendorf
Gregory Kunin
Nicholas Roomel
Peter Scarlet
Mae Woo
David Yoder

MEMBERS ABSENT
Debra Chasnoff
George James
Ed Powell

MINUTES
The meeting was called to order by President Immendorf at 2:00 p.m. The minutes of the July 14, 1993 meeting were approved.

PRESIDENT'S REPORT
President Immendorf first introduced the two new commissioners appointed to the Commission by Mayor Jordan, Mrs. Joyce Corrigan and Mrs. Mae Woo. Each commissioner then gave a brief summary of their background as a means of introduction to the commission.

SUB-COMMITTEES

New sub-committees were assigned as follows:

1. EDUCATION & COMMUNITY DEVELOPMENT - Joyce Corrigan, Greg Kunin and Peter Scarlet.
2. FINANCE & FUNDRAISING - Beverly Immendorf, Mae Woo, Greg Kunin and Nick Roomel.
3. GOVERNMENT & INDUSTRY RELATIONS - Ed Powell, Beverly Immendorf and David Yoder.
4. INDEPENDENT PRODUCTION & VIDEO CONCERNS - Debra Chasnoff and Peter Scarlet.
5. NEW TECHNOLOGY AND MULTI-MEDIA - David Yoder, Robert Hillman and George James.

All sub-committees are to meet prior to the next regular meeting of the commission on November 10, 1993.

All Commissioners are invited to attend an 2 hour seminar on the Sunshine Ordinance and its effect on commission meetings on Saturday, October 23 from 10:00 a.m. to noon in the Board of Supervisors chambers. President Immendorf also reminded the commissioners of their responsibility to notify the office when they leave the state and when they will not be able to attend commission meetings.

DIRECTOR'S REPORT

Lorrae Rominger gave the following report:

1. "So I Married an Axe Murderer" benefit premiere ticket sales totaled $14,100, with expenses totaling $5,400, net profit was $8,700. Commission voted to use this money for the hiring of a part-time secretary-receptionist. The money to fund the position, approximately $18,000 a year, will come 50% from the city and the remainder from the film commission.
2. Attended AFCI Cineposium in Los Angeles from September 16 through 21, 1993. Panels and discussions on setting up a film commission office, marketing, public relations, importance of production manuals, photo libraries, financial reporting, etc.
Only 50% of film offices around the country collect economical impact figures. It is a very long and difficult process, organization would like to use a standardized form. Our form is more thorough and complete that the one currently used by the AFCI.
Production panels with studio executives stated that best ways to market your area are FAM trips, official receptions, direct mail, etc. Newsletters are too lengthly to read.
3. Met with Roberta Chow from Golden Harvest Productions. She will be the liaison with Golden Harvest in Hong Kong. We are trying to work out details for Jackie Chan shooting in San Francisco. Also met with Morgan Creek, Geffen Pictures, Polygram Filmed Entertainment and City Light Films.

4. Hotel Tax Fund grant totaled $40,000. Attached is a new budget for the money which was approved by the commission.
5. The film office is working on the following materials: direct mail pieces, FAM trip, Mayoral reception in Los Angeles, logo and promotional pieces.
6. Brochure for San Francisco/Bay Area film festivals and film venues presented to the commission by Laurie Tanner was brought up for discussion. Commission must decide what role they want to play, if any, in the development of this project. Must find sponsor to pay for printing and paper company to donate paper. Also must consider reprinting in years to follow. President Immendorf referred project to Independent Production and Video Concerns sub-committee co-chaired by Debra Chasnoff and Peter Scarlet. They will make suggestions at the next commission meeting.

ADMINISTRATOR'S REPORT

Robin Eickman reported on various issues the film office is working on within the city charter including the exemption for animals on film sets, parking surveys for posting no-parking signs for production companies and street closures.
The film office is also working on several promotional items including t-shirts, hats, photo books, etc.
Feature production has slowed down in the last quarter of the year. "Getting Even With Dad" wraps next week, "Interview with the Vampire" films in November for two to three weeks. Other projects are scouting but none have been issued permits.

Public comment was taken.

The meeting was adjourned at 3:30 p.m. by President Immendorf.

Lorrae Rominger
Executive Director

Minutes approved 11/10/93
Lorrae Rominger

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San Francisco Film and Video
Arts Commission

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10/23/93

Agenda

SPECIAL MEETING OPEN TO THE PUBLIC

Saturday, October 23, 1993 @ 10:00 a.m.

Meeting Place: Board of Supervisors Chambers, City Hall

Informational presentation by the City Attorney's Office to review conflict of interest laws and the San Francisco Sunshine Ordinance as they relate to commission procedures.

CITY HALL, ROOM 200, SAN FRANCISCO, CA 94102; TEL. (415) 554-6244 • FAX (415) 554-6160

CITY AND COUNTY OF SAN FRANCISCO

LOUISE H. RENNE
CITY ATTORNEY
CITY HALL

September 14, 1993

TO: ALL BOARD AND COMMISSIONS
ALL DEPARTMENT HEADS

FROM: LOUISE H. RENNE
City Attorney

BURK E. DELVENTHAL
RANDY RIDDLE
Deputy City Attorneys

RE: SEMINAR ON CONFLICTS OF INTEREST/SUNSHINE ORDINANCE

Mayor Frank Jordan has requested that this office conduct a conflict of interest seminar for members of all City boards and commissions and all department heads. The purpose of the seminar will be to provide a comprehensive review of all state and City conflict of interest laws.

Also, this office has received a number of requests for advice regarding the new San Francisco Sunshine Ordinance, which becomes effective December 16, 1993. Accordingly, in addition to addressing conflict of interest issues, we will use the seminar to review the provisions of the Sunshine Ordinance, with special emphasis on those provisions relating to public access to meetings.

We have scheduled the seminar for Saturday, October 23, 1993 at 10:00 a.m. to 12:00 noon in the Board of Supervisors chambers in City Hall.

Because this seminar will be considered a public meeting within the meaning of the Brown Act and the Charter, each board and commission must notice a special meeting and post an agenda for a special meeting. The notice should include two items: Review of conflict of interest laws and review of the San Francisco Sunshine Ordinance and related laws. Because this is a special meeting occurring at a location other than the regular meeting place of the City boards and commissions, the agenda must be posted 30 days before the meeting. This means that the agenda for the special meeting must be posted no later than Thursday, September 23.

This memorandum is being delivered to department heads. Departments heads that operate under a board or commission, or that have a working relationship with boards and commissions with substantive decision-making authority, should distribute this memoranudm to members of those boards and commissions and should ensure that that the October 23 meeting is properly noticed no later than September 23.

Please telephone Randy Riddle at 554-4211 if you have any questions about this matter.

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ACCESSIBLE MEETING POLICY

Accessible seating for persons with disabilities (including those using wheelchairs) will be available.

Upon request, American sign language interpreters and/or a sound enhancement system will be available. Please contact Robin Eickman at 554-6144 at least 72 hours prior to the meeting. Late requests will be honored if possible.

Upon request, minutes of meetings are available in alternative formats. If you require the use of a reader during a meeting, please contact Robin Eickman at 554-6144 at least 72 hours prior to the meeting. Late requests will be honored if possible.

To allow individuals with environmental illness or multiple chemical sensitivity to attend meetings, individuals are requested to refrain from wearing perfume or other scented products.

The closest accessible BART station is located in the Civic Center at Market and Eighth Streets. Accessible MUNI lines serving this location are Nos. 42 and 90. For information about MUNI accessible services, call 923-6142.

Accessible parking is available at the following locations: two (2) designated blue curb spaces on the southwest corner of McAllister Street at Van Ness Avenue; and the Performing Arts Garage (entrance on Grove Street between Franklin and Gough Streets, immediately behind the San Francisco War Memorial and Performing Arts Center).

City and County of San Francisco

San Francisco Film and Video Arts Commission

Lorrae Rominger
Executive Director

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A G E N D A

Wednesday, November 10, 1993 @ 2:00 p.m.

Meeting Place: Veteran's Building, 401 Van Ness Avenue, Room 110B

1. Roll call
2. Review and approve minutes
3. President's report
4. Clarification of Sunshine Ordinance, Brown Act and Conflict of Interests - Buck Delventhal, City Attorney's office
5. Director's report
6. Sub-committee updates
7. Public comment

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City and County of San Francisco

San Francisco Film and Video Arts Commission

Lorrae Rominger
Executive Director

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NEXT REGULAR COMMISSION MEETING:
Wednesday, December 8, 1993 @ 2:00 p.m.
Veteran's Building, 401 Van Ness Avenue, Room 110B

MINUTES OF THE NOVEMBER 10, 1993 MEETING

The meeting of the Film & Video Arts Commission was held on Wednesday, November 10, 1993 at the Veteran's Building, 401 Van Ness Avenue, Room 110B, San Francisco

MEMBERS PRESENT
Joyce Corrigan
George James
Robert Hillman
Beverly Immendorf
Gregory Kunin
Peter Scarlet
Mae Woo
David Yoder

MEMBERS ABSENT
Debra Chasnoff
Ed Powell
Nicholas Roomel

MINUTES
The meeting was called to order by President Immendorf at 2:05 p.m. The minutes of the September 29, 1993 meeting were approved.

PRESIDENT'S REPORT
President Immendorf attended a meeting on October 23 which covered Conflict of Interests, The Brown Act and the Sunshine Ordinance, as related to Commissions within the City and County of San Francisco. She distributed information related to the above. At her request, Buc Delventhal of the City Attorney's office, was in attendance to answer questions regarding that legislation. It is understood that no financial gains may be received by Commissioners from contracts awarded by the Commission on which they serve.

DIRECTOR'S REPORT

Lorrae Rominger reported on the following:

1. Interviews for secretary/receptionist to be completed by end of week. New position to be filled as quickly thereafter as possible.
2. Completion of two direct mail pieces, 1) promoting the success of "The Joy Luck Club" and 2) thanking studios for filming features in San Francisco.
3. Sales trip to Los Angeles October 18 to visit studio executives and production companies: Joel Silver Productions, Joel Schumaker Prods., Doner-Schuler-Doner Prods., Bill Young-Warner Bros., Interscope Communications, Working Title Films, Jeff Kurz-Miramax. Next sales trip December 8th. Presently working on Silver Prods. script called "Richie Rich" for possible shoot in San Francisco.
4. Attending ShowBix East in New York January 6th through January 8th. Location Expo 1994 in Santa Monica February 25th through 28th. Will share booth with San Jose and Sonoma.
5. Finishing new design of brochure for film office. Still getting quotes from printers.
6. Mayor Jordan has agreed to make a trip to Los Angeles with me after the first of the year to speak to television executives about filming in San Francisco. Goal is to have a series back here again.
7. Working on contacting writers in the area to develop relationship and promote San Francisco in their stories.
8. Studio space for sound stage remains an issue and keeps some large features from filming in San Francisco.

ADMINISTRATORS REPORT

Robin Eickman showed examples of the t-shirt and hat which we have developed for distribution at trade shows, conventions and to film crews in order to promote San Francisco.

COMMITTEE UPDATES

1. Independent Production & Video Concerns - Peter Scarlet - working on next event, maybe Forum II on freelance productions, financing independent features, or multimedia. Another idea is to develop an apprenticeship program for people of color. The festival and exhibition brochure proposal submitted to the commission by Laurie Tanner is not a project that the committee can take on at this time due to financial constraints. It was decided, however, that the information to be on the brochure would be typed and submitted to the film office for distribution upon request. Although there was interest on the part of the commission, as well as the San Francisco Convention & Visitors Bureau, the amount of funding needed to proceed with the project was prohibitive. Concern was raised at the committee meeting about the decrease of indepdendent filmmakers on the commission due to the resignations of Farrell, Telles and Yee.

President Immendorf stated that Commissioner Chasnoff has requested a leave of absence through May 1994. The Commission will vote at the December meeting.

2. Education & Community Development - Joyce Corrigan - working to collaborate with higher institutions, plan to set up meetings with deans at schools and heads of film and cinema departments. Committee is addressing issue of liability insurance for film students at SFS wanting to film on city and county property. Plan to set up tour of cinema facilities at SFS to see if space can be rented out to production companies. Working to set up additional interships at all local colleges. Long range goal, outreach with secondary intitutions, both public and private. Discussion to make committee education only and not include community development. Will discuss further at December meeting.

3. New Technology and Multimedia - David Yoder - working to establish liasion with other multimedia organizations in the city. Working to promote and expand the industry within San Francisco. Commissioner Hillman informed the commission that a New York based company had been chosen to develop the theater complex at Yerba Buena Gardens which will include an Imax theater.

4. Finance & Fundraising - Beverly Immendorf - next event is a dinner to honor Wayne Wang and Amy Tan. Planning it for February in conjunction with Chinese New Year. Room reserved for February 11 or 18 at the Empress of China in Chinatown. Waiting confirmation for Wayne and Amy.

Public comment was taken.

The meeting was adjourned by President Immendorf at 3:50 p.m.

approved 2/9/94
Sarah Ronninger
director

City and County of San Francisco

San Francisco Film and Video Arts Commission

Lorrae Rominger
Executive Director

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N O T I F I C A T I O N

Due to vacation schedules of the Commissioners, the regular meeting of the Film & Video Arts Commission scheduled for Wednesday, December 8, 1993 has been cancelled.

The next meeting will be Wednesday, January 12, 1994 @ 2:00 p.m.

Meeting Place: 401 Van Ness Avenue, Room 110B, San Francisco

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